

# **BYLAWS OF SEXAHOLICS ANONYMOUS INTERGROUP UTAH**

*Revised 05-11-2019*

## **STATEMENT OF PURPOSE:**

The Sexaholics Anonymous Intergroup Utah (herein after referred to as SAIUT or Intergroup) is a service board, representative of Sexaholics Anonymous (SA) Groups in the State of Utah, whose members put their experience, strength, and hope into practice to solve common problems and help carry the message to sexaholics who still suffer.

Its primary purpose is to strengthen the unity of SA and help sexaholics achieve sobriety. To this end, Intergroup shall meet regularly, providing a forum for communication and unified action by the various Utah groups in matters of publicity, outreach, fellowship, regional and national service, and such other matters as may require cooperative effort.

It is to be remembered that this Intergroup is dedicated to service in the interest of all current and future SA groups in Utah; it is not a governing body.

## **Article I, Name:**

The name of this society shall be the Sexaholics Anonymous Intergroup Utah (SAIUT).

## **Article II, Object:**

The object of SAIUT shall be to administer and coordinate the business and activities common to the welfare of the SA Groups within Utah; to support the general needs of these groups; to serve as a link between these groups and the Southwest Region Service Committee, the SA Central Office, and the fellowship of SA as a whole; and to maintain the Twelve Traditions of SA. For the purpose of these BYLAWS, the term "SA Group" shall be defined by the Board of Trustees (BOT) and the General Delegate Assembly (GDA).

## **Article III, Members:**

Section 1: The voting members of Intergroup shall be the elected Officers, Chairs of standing committees and Group Service Representatives (GSRs) with a minimum of 90 days of sobriety or, in a GSR's absence, the Group Service Representative Alternate (GSRAs) with at least 90 days of sobriety, of each SA Group within the Utah Area. For the purpose of these bylaws, the term "Group Service Representatives" and "Group Service Representative Alternates" shall be defined as the individuals elected by each autonomous group within Utah to act as a liaison between their respective group and Intergroup. GSRs or GSRAs without 90 days of sobriety shall be classified as observers. An abstaining vote does not count as a ballot cast and precludes further discussion by the abstaining member. GSRs or GSRAs shall only represent one group at a time. GSRs or GSRAs shall support the SA sobriety definition when performing their duties and roles as outlined in these BYLAWS

Section 2: All SA members are invited to attending the monthly Intergroup meeting as non -voting members, as defined above, and shall be classified as an observer. Observers shall only have the specific right to request the floor for the purpose of debate. Observers shall be limited to debate only those issues initiated by an elected member of this body. Observers shall not have the right to make motions, second motions, or to vote.

## **Article IV, Officers:**

Section 1: The elected Officers of Intergroup shall be: Chair, Co-Chair, Intergroup Representative to the Region (IGR), Secretary and Treasurer.

Section 2: No elected Officer or standing committee Chair shall hold more than one office in Intergroup at one time. No Officer shall be eligible to serve more than two (2) consecutive terms in the same office. Also no Officer or standing committee Chair may hold the position of GSR or GSRA, while serving in SAIUT. All officers or standing committee Chair shall support the SA sobriety definition when performing their duties and roles as outlined in the BYLAWS.

Section 3: In the event of an absence of an Officers or committee Chairs of this body, every attempt shall be made to inform the Chair, Co-Chair, or Secretary of the absence prior to the regular meeting. Two consecutive or four absences in a year, without cause or attempt to inform this body, shall be cause for dismissal. Dismissal is to be voted upon by the voting members of this body.

Section 4: An Officer or committee Chair may be removed from office by a simple majority vote of the Officers in Intergroup. The reason for the action should be a specific behavior or behaviors on the part of the Officer in question which are deemed to be in conflict with SAIUT primary purpose, or with the Twelve Traditions of S.A. A written notice of the proposed action, stating the reason and recommendations, shall be provided to Intergroup for their decision and action. Where deemed appropriate by Intergroup, they may allow sufficient time for the Officer in question to change their behavior in lieu of the action being carried out. A special Intergroup meeting, as provided by these BYLAWS, may be called for this purpose.

## **Article V, Officer Elections:**

Section 1: Beginning at the Intergroup meeting held each November, SAIUT ballot nominations shall be open. GSRs shall petition their groups for volunteers to Intergroup positions from November through January of each year. At the Intergroup meeting in January, all voting members shall finalize the Intergroup ballot. It shall be the duty of Intergroup to vet and confirm candidates for the offices. Ballots shall be distributed to all GSRs no later than 14 days after the January Intergroup meeting.

Section 2: The Officers shall be elected, by counting the ballots from the present GSRs at the February intergroup meeting, to serve for one (1) year. The GSR's have vote per position, and the votes shall represent the group conscience of the respective SA group. The 1 year term of office shall begin at the start of the SAIUT March meeting. In the event of a tie vote, the candidates shall be queried for willingness to serve and if a tie still exists, then Intergroup shall have a group conscience vote to determine the winner. In the event of someone winning the vote to multiple Officer positions, then that person shall decide which Officer position to fill. If the vacant position had multiple nominees, then the runner up shall fill the vacancy. If the vacant position did not have other nominees, then Intergroup shall vote to fill the vacancy.

Section 3: If a vacancy occurs, a qualified SA member may volunteer to fill it. GSRs are requested to submit the names for any volunteers at the next Intergroup meeting. A vote of approval by a 2/3's majority of SAIUT members is necessary to accept a volunteer into the vacated position. A special Intergroup meeting, as provided by these BYLAWS, may be called for this purpose. The newly voted Officer shall fill the position for the remainder of the original term.

## **Article VI, Duties of Elected Officers:**

### **Section 1: It is the duty of the Chair to:**

- a) Maintain a minimum of two years of sobriety.
- b) Service commitment is one year,
- c) Call and conduct regular and any special Intergroup meetings.
- d) Arrange the agenda for each meeting, using the Secretary's "Order of Business" as a guide
- e) Open the meeting at the appointed time by calling the meeting to order, having ascertained that a quorum is present.
- f) Announce, in proper sequence, the business that arises, using his/her judgment to adjust the agenda as the meeting may require.
- g) Expedite business in a way compatible with the rights of members and observers.
- h) Recognize members or observers who are entitled to the floor.
- i) State and put to vote all questions that legitimately come before SAIUT and announce the result of each vote.
- j) Protect Intergroup from obviously frivolous or dilatory motions by refusing to recognize them.
- k) Enforce the rules relating to debate, order, and decorum.
- l) Decide all questions of order, unless, when in doubt, the Chair prefers to submit such a question to SAIUT for decision.
- m) Respond to inquiries of members relating to parliamentary procedure or factual information bearing on the business of SAIUT.
- n) Authenticate by the Chair's signature, when necessary, all acts, orders, and proceedings of Intergroup.
- o) Declare the meeting adjourned when SAIUT so votes or, at the time prescribed in the agenda or at any time in the event of a sudden emergency affecting the safety of those present.
- p) Conduct the general correspondence of Intergroup.
- q) Be co-signer of SAIUT's bank account.
- r) Sign all certified copies of acts of SAIUT.
- s) Make a report of the year's work at the February meeting.
- t) Be a member of all committees.
- u) Appoint special committees as needed.
- v) Represent SAIUT to the community and to the SA groups within Utah.
- w) Maintain appropriate communication with SAICO, the Board of Trustees, the General Delegate Assembly, the Regional Assembly and the fellowship of SA as a whole.
- x) When acting in office, copy all communications to the Secretary.
- y) Work to advance the effectiveness of SAIUT and enhance its service to the SA fellowship in Utah according to SAIUT's statement of purpose.

### **Section 2: It is the duty of the Co-Chair to:**

- a) Maintain a minimum two years of sobriety
- b) Service commitment is one year
- c) In the absence of the Chair, to serve as Chair.
- d) In the absence of the Secretary, serve as temporary Secretary.
- e) Coordinate the functions of the committees.
- f) In the absence of the Treasurer the Co-Chair shall conduct the duties of the Treasurer.
- g) When acting in office, copy all communications to the Secretary and Chair.

- h) Work closely with Intergroup to advance the effectiveness of SAIUT and enhance its service to the SA fellowship in Utah according to SAIUT's statement of purpose.

Section 3: It is the duty of the Intergroup Representative to the Region (IGR) to:

- a) Maintain a minimum two years of sobriety.
- b) Service commitment to represent SAIUT at Regional is one year.
- c) Regularly attend local and regional service committee meetings and national fellowship functions when possible, to represent the Utah Fellowship in matters that affect SA as a whole.
- d) Represent SAIUT at the Southwest Region of SA and provide an annual written report to Southwest Region as requested by them.
- e) Provide reports to Intergroup at each meeting covering the business of the Southwest Region.
- f) Copies of Southwest Region meeting minutes to the Intergroup Secretary.
- g) Copies of Southwest Region treasury reports to the Intergroup Treasurer.
- h) When acting in office, copy all communications to the Secretary and Chair.
- i) Work closely with Intergroup to advance the effectiveness of SAIUT and enhance its service to the SA fellowship in Utah and internationally according to SAIUT's statement of purpose.

Section 4: It is the duty of the Secretary to:

- a) Maintain a minimum of one year of sobriety.
- b) Service commitment is one year.
- c) Keep a record of all the proceedings of SAIUT.
- d) Distribute the copies of the minutes to each Officer and member by the next intergroup meeting and to make the minutes and records available to members upon request.
- e) Oversee the use of Intergroup's post office box, and telephone.
- f) Prepare prior to each meeting, an order of business for the use of the presiding Officer, showing all matters known in advance that are due to come up.
- g) Provide for notification to SAIUT of the time, place, and agenda for each Intergroup meeting.
- h) Send out to the Intergroup membership a notice of each special meeting known as the "call" of the meeting,
- i) Declare no quorum in the absence of the Chair, Co-Chair, and Regional Representative.
- j) Maintain record book(s) in which the bylaws, special rules of order, standing rules, and minutes are entered, with any amendment to these documents properly recorded, and to have the current record book(s) on hand at every meeting.
- k) Keep on file all committee reports
- l) Maintain SAIUT files and archives.
- m) Keep SAIUT official membership roll; and to call the roll where it is required.
- n) Notify Officers, committee members, and delegates of their election or appointment, to furnish committees with whatever documents are required for the performance of their duties, and to have on hand at each meeting a list of all existing committees and their members.
- o) Sign all certified copies of acts of SAIUT
- p) Transmit reports to replacement Officers.
- q) Conduct and maintain the correspondence of Intergroup which is not a function proper to the other offices or committees.
- r) When acting in office, copy all communications to the Chair.
- s) Work closely with Intergroup to advance the effectiveness of SAIUT and enhance its service to the SA fellowship in Utah according to SAIUT's statement of purpose.

- t) May, at his or her own discretion, appoint an Assistant Secretary to help perform the duties outlined these BYLAWS. The Assistant Secretary shall maintain a minimum of one year sobriety. The appointment shall be approved by the majority vote in a SAIUT meeting.

Section 5: It is the duty of the Treasurer of SAIUT to:

- a) Maintain a minimum one year of sobriety and be currently employed.
- b) Service commitment is one year.
- c) Be the custodian of Intergroup funds, not entrusted to other offices or committees.
- d) Be a co-signer of SAIUT bank account.
- e) Estimates of donations and expenses, create budget for SAIUT. Budget should include these items:
  - a) 12 month projection of committed donated funds from the various SA groups.
  - b) 12 month projection of expenses and donations as determined by the intergroup officers
  - c) Monthly reconciliation of funds received vs committed donations
- f) Present a written Treasurer's report of receipts and disbursements and a reconciliation of SAIUT bank accounts at each regular meeting.
- g) Submit all records to periodic audit.
- h) Make a full financial report at each meeting.
- i) Notify Chair and Secretary of all financial transactions.
- j) Disburse funds in a timely manner as necessary to fulfill the object of the society.
- k) Reviews Southwest Regional, General Delegate Assembly and SA National financial reports to inform SAIUT of any donation requests from the previous stated bodies of the Society.
- l) When acting in office, copy all communications to the Secretary and Chair.
- m) Work closely with Intergroup to advance the effectiveness of SAIUT and enhance its service to the SA fellowship in Utah according to the SAIUT statement of purpose.
- n) Be currently employed
- o) May, at his or her own discretion, appoint an Assistant Treasurer to help perform the duties outlined these BYLAWS. The Assistant Treasurer shall maintain a minimum of one year sobriety and be currently employed. The appointment shall be approved by the majority vote in a SAIUT meeting.

## **Article VII, Meetings:**

Section 1, Regular Meetings: The meetings of SAIUT shall be held on the second Saturday of each month at 11:00 a.m., unless otherwise agreed by Intergroup.

Section 2, Quorum: The minimum requirements to establish a quorum shall consist of any three of the elected Officers.

Section 3, Special Meetings: Special meetings may be called by the Chair or upon written request of three (3) Intergroup Officers. The purpose of the meeting shall be stated in the call. No business other than that stated in the call will be conducted. At least ten (10) days' notice will be given, unless waived by all Intergroup Officers.

## **Article VIII, Committees:**

Section 1: Standing committees (permanent) shall be formed to carry on the work of SAIUT. The Chair of

these committees shall be nominated and appointed by Intergroup voting members at a regular intergroup meeting. The Chair of these committees shall have a minimum of 1 year of sobriety. Such appointments shall be announced to the fellowship within 14 days. These committee Chairs may be removed and replaced at the discretion of Intergroup Officers in accordance with general guidelines in these BYLAWS.

Section 2: An Ad Hoc committee (temporary) may be created by SAIUT to carry out the business for which it is appointed. The Chair of these committees shall be nominated and appointed by Intergroup voting members at a regular intergroup meeting. The Chair of these committees shall have a minimum of 90 days of sobriety. Such appointments shall be announced to the fellowship within 14 days. These committees shall be dissolved at completion of its business or at the discretion of the Intergroup Officers.

Section 3: The Chair of both standing and ad hoc committees may appoint Co-Chairs and committee members as necessary to complete the business of their committee. Chairs are encouraged to create sub-committees to ensure the work is done and to provide opportunities for service. All Co-Chairs and sub-committee Chairs are to have a minimum of 90 days of sobriety. All such appointments shall be announced at the next regular Intergroup meeting and provided to the Secretary.

Section 4: The current standing committees are:

#### The Correctional Facilities Committee (CFC)

The mission of the Correction Facilities Committee (CFC) is to serve SAIUT by:

- a) Maintaining communications with correctional facilities regarding SA meetings and support.
- b) Coordinating SA volunteers for meetings at correctional facilities.
- c) Coordinating sponsor involvement with members within correctional facilities.
- d) Committee Chair is to maintain a minimum one year of sobriety.
- e) When acting in office, copy all communications to the Secretary and Chair.

#### The Outreach Committee

The mission of the Outreach Committee is to serve SAIUT by:

- a) Coordinating efforts to inform community and religious leaders about SA meetings and support.
- b) Engaging relevant professional associations within Utah to foster awareness about SA.
- c) Communicating with appropriate hospitals, institutions, and mental health and/or helping professionals regarding SA meetings and support.
- d) Coordinating SA volunteers for meetings at hospitals and institutions.
- e) Supporting the creation of new SA groups throughout the state of Utah.
- f) Committee Chair is to maintain a minimum of one year of sobriety.
- g) When acting in office, copy all communications to the Secretary and Chair.

#### The Internet Committee

The mission of the Internet Committee is to serve SAIUT by:

- a) Keeping SAIUT's website current and to post information about events, materials and resources including meeting schedules, retreats and committee initiatives.
- h) Assuring that the website is in compliance with SAICO standards.
- i) Committee Chair is to maintain a minimum of one year of sobriety and be proficient in Internet Technology.
- j) When acting in office, copy all communications to the Secretary and Chair.

#### The Events Committee

The mission of the Events Committee is to serve SAIUT by:

- a) Planning, organizing and managing the Intergroup's annual Retreat as sponsored and approved by SAIUT.
- k) Planning, organizing and managing such other workshops as sponsored and approved by SAIUT.
- l) Committee Chair is to maintain a minimum of one year of sobriety.
- m) When acting in office, copy all communications to the Secretary and Chair
- n) Be currently employed

The Literature Committee

The mission of the Literature Committee is to serve SAIUT by:

- a) Maintaining a collection of SA conference approved literature and audio recordings to resell to local meetings.
- b) Providing literature and audio recordings to other committees for distribution, as directed by Intergroup
- c) When acting in office, copy all communications to the Secretary and Chair.
- d) Be currently employed.

Section 5: The current ad hoc committees are:

The By-laws Committee

- a) Develop and maintain by-laws for SAIUT.
- b) Update, revise and/or alter the by-laws at the request of Intergroup.
- c) When acting in office, copy all communications to the Secretary and Chair.

## **Article IX, Authority:**

Section 1, Ultimate Authority: SAIUT is limited to activities in furtherance of its primary purpose, and is bound by the Twelve Traditions of SA and guided by the Twelve Concepts of SA and The SA Service Manual.

Section 2, Parliamentary Procedure: The rules contained in Robert's Rules of Order Newly Revised (1981) shall govern Intergroup in all cases to which they are applicable and insofar as they are not inconsistent with these bylaws and any special rules of order that SAIUT may adopt. Such special rules of order shall be listed in Appendix A of this document.

## **Article X, Finances:**

Section 1: In the spirit of the 7th Tradition, the financing of the services of SAIUT shall be (a) contributions of member groups, (b) individual Sexaholics Anonymous members, or (c) income derived from such projects or activities as may be authorized from time-to-time by Intergroup.

Section 2: All contributions to Intergroup from member groups or individual SA members shall be given to the Intergroup Treasurer in a sealed envelope stating the dollar amount of the contribution and the group giving the donation or that it is a personal donation.

Section 3: The maximum contribution that Intergroup shall accept from an SA group in a single year is \$1000.00. The maximum contribution accepted from an individual SA member in a single year is \$500.00.

## **Article XI, Amendment of Bylaws:**

Section 1: Any amendment of these bylaws, with the exact wording, must be submitted in writing to the Intergroup Secretary, and announced at a regular intergroup meeting. Approval or rejection of proposed amendments requires a two-thirds majority vote by intergroup at the next regular meeting. Proposed amendments may be continued for further discussion at future meetings. An abstaining vote does not count as a ballot cast and precludes further discussion by the abstaining member.

## **Appendix A, Special Rules of Order:**

There are no special rules of order as of this revision.

## **Appendix B, Service Positions Appointed by SAIUT:**

SAIUT may appoint volunteers to service positions in Intergroup. The duties of the position, sobriety requirement and term of service shall be agreed upon by the voting members of SAIUT prior to the appointment.

This document was revised by committee and revisions approved by SAIUT on 07/08/17