

THE AUGUSTINE FELLOWSHIP OF MONTEREY COUNTY

INTERGROUP BYLAWS

April 2023

I. Name and Membership.

- A. The name of this fellowship shall be The Augustine Fellowship of Monterey County Intergroup (TAFOMCI) (a nonprofit association).
- B. Membership in TAFOMCI is open to all members of the Augustine Fellowship groups. An Intergroup Representative from each group may be selected to join Intergroup.
- C. Each meeting will select two people as members of Intergroup, one of whom will be a representative to report on status of meetings and intergroup proceedings; and one or both persons may serve as officers. Intergroup accepts members by way of our consensus decision-making process.
- D. It is suggested that all Intergroup members meet and maintain the following qualifications:
 - i. Have a minimum of six (6) months in the Augustine Fellowship.
 - ii. Have three (3) months of self-defined continuous recovery.

II. Purpose:

Intergroup exists to support the Augustine Fellowship meetings of Monterey County by way of deep listening and meaningful communication to identify and take action on service efforts for enhancing recovery in our community. Our aim is to assist meetings in bringing about meaningful recovery for its members as well as attracting others in need to our recovery community. Intergroup desires to attract representatives from every meeting in our community. Additionally, it hopes to have regular listening sessions to assess our impact and to improve efforts to better meet our community's needs. New as well as existing members of Intergroup adhere to the consensus decision-making process, mission, principles, and core values as put forward in our two co-equal governing documents: The Augustine Fellowship of Monterey County Intergroup Bylaws and The Augustine Fellowship of Monterey County Intergroup Principles And Core Values. See Addendum 1 for services Intergroup provides or may provide to groups.

III. Responsibilities:

By consensus Intergroup may decide to combine various service positions.

The responsibilities of Intergroup service people are as follows:

1. Facilitator
 - a. facilitates Intergroup meetings using the shared wisdom of governing by consensus-based decision making.
 - b. facilitates for a 1 year term.

2. Co-Facilitator
 - a. facilitates Intergroup meetings using the shared wisdom of governing by consensus-based decision making, when the Facilitator is not available to serve.
 - b. facilitates for a 1 year term.

3. Treasurer
 - a. monitors and maintains financial records of TAFOMCI. This includes, but is not limited to:
 - i. bookkeeping
 - ii. prepares a monthly financial report
 - iii. pays bills
 - iv. collects donations and contributions
 - v. handles reimbursements
 - vi. makes deposits to bank
 - b. The Treasurer will submit to an annual audit at the close of the fiscal year ending December 31st. Records will be examined and reviewed by one other member of Intergroup. A report will be given no later than 30 days after the audit at the Intergroup meeting explaining the findings.

4. Note Taker
 - a. For every meeting of Intergroup the Note Taker notes and circulates to members by email, i.) the first names and total number of members in attendance at meetings; ii.) items where Consensus is reached; iii.) agenda items still open for ongoing discussion; iv.) agenda items that didn't get discussed and could be forwarded to the next meetings; and v.) projects completed
 - b. Responds to correspondence as necessary
 - c. Distributes email to appropriate parties
 - d. Keeps notes of Intergroup meetings and distributes these to Intergroup attendees including any decisions
 - e. Keeps a copy of current by-laws with addendums
 - f. Maintains the file of Intergroup notes/minutes from preceding years
 - g. Announces to Intergroup the schedule and place of upcoming Fellowship Wide Service meeting

5. Literature Person
 - a. Maintains a supply of program literature for sale/free to the groups
 - b. Keeps an account of purchases and sales/gifts.
 - c. Reports to Intergroup on account activity

6. Delegate
 - a. Represents Intergroup at the Augustine Fellowship Annual Business Conference (ABC).
 - b. Makes a written and oral ABC report to Intergroup.

- c. Participates in ABC committees as assigned on a year-round basis.
 - d. Is a liaison between Intergroup and the Augustine Fellowship Board of Trustees and the Fellowship-Wide Services Office.
7. Webmaster
- a. Maintains and upgrades the website.

IV. Intergroup Meetings:

- a. Attendance at Intergroup meetings is open to all Augustine Fellowship members.
- b. Meetings shall be held at least monthly on a specified date.
- c. All intergroup members are expected to attend and actively participate, to include participating in and adhering to the consensus decision-making process, mission, purpose, and core values, as put forward in The Augustine Fellowship Of Monterey County Intergroup Principles And Core Values document. See the attached co-equal governing document The Augustine Fellowship Of Monterey County Intergroup Principles And Core Values.
- d. Quorum: For a meeting of Intergroup to have the ability to reach consensus, there needs to be in attendance a “quorum” of Intergroup members. A quorum consists of having more than 50% of Intergroup’s total membership in attendance at any given meeting.

V. Consensus Election of Service Persons:

- a. Intergroup service persons will be elected as follows:
 - i. A nomination form will be distributed to meetings by the Note Taker
 - ii. Nominees will be contacted by members of Intergroup to encourage participation in Intergroup.
 - iii. Nominations will be announced and accepted by consensus at the Intergroup meeting held in November with the election by consensus to follow in December.
- b. Terms of office: All members and service persons of Intergroup will serve for 1 one year.

VI. Bylaws Amendments:

- a. Bylaws of TAFOMCI should be reviewed annually by Intergroup members. Recommended changes must be announced and discussed at individual group meetings by a member of Intergroup one month prior to seeking consensus.
- b. These Bylaws may be amended by our consensus decision-making process.
- c. Recommended Bylaw changes may be submitted to Intergroup at any time by any Augustine Fellowship group in Monterey County.

VII. The Treasury:

- a. In keeping with Tradition 6, when the treasury balance exceeds \$4,000, the excess funds will be donated to Fellowship Wide Services as a Gratitude contribution.

VIII. Relations with Fellowship Wide Services (F.W.S.):

- a. It is the responsibility and purpose of TAFOMCI to maintain communications and relations with FWS.
- b. Intergroup will attempt to select and support a delegate to attend the ABC. Selection will be in accordance with FWS guidelines.

IX. Supersedence.

- a. These Bylaws supersede all previous Bylaws.

X. Signed:

Dated:

ADDENDUM 1

List of projects to recommend to Intergroup:

1. Newcomer support
2. Therapist outreach
3. Maintain and distribute a meeting list
4. Deep listening sessions with meetings
5. Call-in line and/or interactive chat for addicts in need and/or newcomers
6. 12 Step meditation series facilitated by Randy B
7. Formation of new meetings (including but not limited to sexual anorexia)
8. Ongoing website maintenance and improvement
9. Facilitator Training
10. Consensus Decision-Making Training
11. Develop Face to Face meetings
12. Consider enhancements to Bylaws such as:
 - a. section allowing for resignation from Intergroup
 - b. when and how to add a new member when needed
 - c. how to support members who may lag in participation, and how to put limits on staying a member if chronic nonparticipation is involved (Perhaps after missing 3 meetings in a row, Intergroup assesses which is most appropriate for this

member, i.e., special support, ask for recommitment, probation period, or removal, etc.

- d. Remain with bi-weekly meetings or go to monthly as we transition into Intergroup
- e. Utilize a “Stack” as a way to streamline the consensus decision-making process should the number of members increase from here