

BYLAWS
of the
319 OPEN ALCOHOLICS ANONYMOUS GROUP

ARTICLE I: NAME AND PLACE OF BUSINESS

1. The name of the organization shall be the 319 OPEN Alcoholics Anonymous Group, hereafter referred to as the 319.
2. For legal purposes, the principal office of the organization is <https://319aagroup.org>. The mailing address is PO Box 1041 Woodridge NY 12781. Since the 319 exists in cyberspace, the primary method of communication is via electronic mail (email). The email address for the 319 is 319freedom@gmail.com

ARTICLE II: PURPOSE

1. The purpose of the 319 is to hold online meetings 24 hours a day, 7 days a week for people self-identifying as alcoholics and addicts to provide a safe and supportive atmosphere for those working to get and stay sober.
2. The role of the steering committee is to provide a global platform guided by AA's traditions and concepts to help each other. While we strive to help every person in AA stay sober, it is not the committee's role to recommend specific ways that members should work the program of AA.

ARTICLE III: STEERING COMMITTEE

1. The Steering Committee shall consist of at least 8 and not more than 24 standing members who have demonstrated interest in the purposes of the organization. A sincere effort shall be made to broadly represent the community by considering both function and geography.
2. The Steering Committee shall be elected at the annual meeting by the vote of the membership. The Steering Committee shall be divided equally between 2-2 year terms so that one half of the positions shall terminate each year.
3. All terms of office shall start on September 19th of each year. Each standing member may serve a maximum of two 2 year terms consecutively.
4. If filling an unexpired term, Committee members shall be nominated by the membership. Names should be submitted by email to 319freedom@gmail.com and brought to the membership during a duly called meeting for review. If present, the nominee(s) should be asked to move to a breakout room during discussion and vote. A majority vote of those present at a duly called meeting shall elect members to the Committee.
5. Any member of the Committee may resign by tendering a resignation by email to the Chairperson or the Secretary.
6. No Committee member shall receive compensation other than reimbursement for approved expenses.

7. Each member of the Committee shall have one vote. A simple majority of those present and voting at any duly called meeting of the Committee at which a majority is present shall decide all matters.
8. The Steering Committee may make decisions on behalf of the entire 319 membership on emergent issues, but decisions that impact the operation of the meeting should be brought to the membership for discussion and vote in a Group Conscience Meeting in a reasonable timeframe.
9. The immediate past Head Chairperson of the Committee, if not a member of the Committee, shall be an ex-officio member of the Committee with seat and voice, but no vote.
10. If a Steering Committee member has two absences within a six month period, they may be removed from the committee and asked to be a guest.

ARTICLE IV: STEERING COMMITTEE MEETINGS

1. There shall be monthly meetings of the Steering Committee. Additional meetings may be held at the discretion of the Steering Committee and called by the Head Chairperson.
2. A quorum shall consist of a majority total of Committee members.
3. The date and time and online link for the annual meeting shall be distributed by email to the membership list of the 319.
4. An agenda and any committee reports shall be sent by the Chairperson of the Committee to all Committee members at least one week prior to the meeting.

ARTICLE V: CONDUCT OF BUSINESS AND GROUP CONSCIENCE MEETINGS

1. Business meetings are held primarily to inform all group members of recommendations and decisions made by the Steering Committee as well as report on finances, membership, additional meetings and special events, as well as to inform the membership on the role of meeting hosts, chairs and co-hosts as well as various subcommittees of the Steering Committee.
2. Group Conscience meetings are held to vote on issues that impact the 319 membership as a whole and the operation of the meetings. Any member can call for a group conscience meeting by sending an email to 319freedom@gmail.com.
 - a. Members may propose topics for discussion and vote by sending them to 319freedom@gmail.com.
 - b. An agenda will be sent along with the time and Zoom information for the meeting to the membership in advance of the meeting.
 - c. Robert's Rules of Order will be used, along with the AA Minority Opinion guidelines from the AA Service Manual to conduct the meeting and votes.
 - d. The Head Chairperson or Alternate or designee will conduct the meeting and set time limits for discussion on topics when needed so as to complete the agenda within the meeting time.
 - e. The Head Chairperson and person bringing a motion before the group may not vote on that particular question, although the Head Chairperson may break a tie in the event that the votes are evenly split.

- f. Matters of significant importance will require substantial unanimity, that is, a two-thirds majority. "Before a vote is taken, plenty of time is allotted for full discussion, including questions about the background of a recommendation and the committee's reasons for coming to its conclusions." (From AA General Services Manual - Substantial Unanimity)
3. Minutes of Business and Group Conscience meetings will be sent to the membership via email.

ARTICLE VI: OFFICERS

1. The officers of the Steering Committee shall be Head Chairperson, Lead Chairperson, past Head Chairperson, Secretary, Alternate Secretary, Treasurer, Alternate Treasurer, General Services Representative (GSR) and Alternate GSR, Technical Security, Alternate Technical Security, Spiritual Support and alternate, Co-Host liaison(s), and other committee or subcommittee chairs as determined by the Steering Committee. The officers shall be elected at the annual meeting of the organization and shall hold their offices for a 2-year term, or until resignation, or until their successors are elected.
2. The Head Chairperson or Lead Chairperson shall preside at all meetings of the Steering Committee and perform all duties to such office. The Head Chairperson or Lead Chairperson will oversee the general operations of the organization and may sign all legal documents authorized by the Committee.
3. In the event of the Head Chairperson or the Lead Chairperson's absence or disability, any of the officers shall perform the Chairperson's duties.
4. The Secretary's duties shall be to keep an accurate record of all transactions of the organization. They shall properly record all minutes of Steering Committee meetings and general meetings (or delegate such duties) and other matters as shall be proper and necessary. They shall be responsible for all formal correspondence written in the name of the 319 or delegate the correspondence accordingly. At the expiration of the term of office, they shall surrender all books, papers, and property of the organization to the Head Chairperson or successor.
5. The Treasurer's duties shall be to serve or delegate the safekeeping of all monies and shall supervise their appropriate disbursement under the direction of and to the satisfaction of the Steering Committee. All books shall be opened for the inspection and examination by the Steering Committee or auditor appointed for that purpose. At the expiration of the term of office, they shall deliver all records, property, and documents of the organization under their supervision to the Chairperson or successor.
6. The General Services Representative (GSR) attends district and area meetings and brings reports back to the group to be shared at the next business meeting. When the group consensus is requested to bring to a district or area meeting, the GSR will conduct a meeting where all interested members of the 319 may voice their opinions and vote on the questions.

ARTICLE VII: COMMITTEES

The Head Chairperson or Lead Chairperson may appoint whatever other committees they deem necessary to conduct the functions and purposes of the Committee.

ARTICLE VIII: FISCAL YEAR

The fiscal year of the organization shall be from January 1 to December 31st. It shall be the duty of the Treasurer or alternate to present an annual budget to the Steering Committee at the Annual Meeting as determined by that committee.

ARTICLE IX: AMENDMENTS

These bylaws may be amended by a two-thirds vote of the members of the Steering Committee and ratified by the membership. Written notice of the proposed changes must be sent to the members of the 319 via email at least two weeks prior to the meeting.

ARTICLE X: NONDISCRIMINATION

It shall be the policy of the organization that the organization shall not discriminate based on race, color, religion, creed, national origin, spoken language, ancestry, disability, gender, sexual orientation or age (or any provisions of any future State or Federal Laws).

ARTICLE XI: PROHIBITED ACTIVITIES

No part of the net receipts of the organization shall be used to the benefit of, or be distributed to its members, officers or other private persons. No substantial part of the activities of the organization shall be used to influence legislation and the organization shall not participate in, or intervene in any political campaign on behalf of any candidate for public office.

ARTICLE XII: DISSOLUTION

Upon the dissolution of the organization the Committee shall make provisions for the payment of all the liabilities of the organization, dispose of all the assets of the organization to such organizations as decided by the most recent 319 Group Conscience for the distribution of excess member contributions to the 319.

Ratified on March 4th, 2022 by the membership at a group conscience meeting