

**BY-LAWS  
OF SOUTH JERSEY AREA INTERGROUP  
OF GAMBLERS ANONYMOUS**

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**ARTICLE I  
Name and Jurisdiction**

Section 1.

This Fellowship shall be known as the South Jersey Intergroup of Gamblers Anonymous or Area 13B, herein know as (SJIG).

Section 2.

This Fellowship shall consist of all active groups meeting in Area 13B (as defined by the International Service Office of Gamblers Anonymous (ISO)) that wish to participate and follow the Guidance Code.

**ARTICLE II  
Purpose**

Section 1.

The specific and primary purposes for which SJIG is formed are as follows:

1. To promote unity, growth and better communication regarding programs and events among the individual groups.
2. To discuss mutual problems, successes and work with one another for the common good of all.
3. To act as a liaison between the groups of Area 13B and The International Service Office (ISO) of Gamblers Anonymous.
4. To disseminate information to the groups within Area 13B.

**ARTICLE III  
Declaration**

Section 1.

1. The SJIG shall at all times be guided by and adhere to the Guidance Code of Gamblers Anonymous.
2. The meeting is governed by Roberts Rules of Order as a guide for the Intergroup Chairperson, but common sense should prevail.

## **ARTICLE IV** **Participation**

### Section 1.

Only GA members may attend, participate and speak at SJIG meetings and are encouraged to do so.

### Section 2.

Each South Jersey area 13B meeting is allowed two (2) votes at SJIG whether the meeting is a physical meeting, a phone meeting, a virtual meeting or otherwise approved meeting. These votes are to be cast by designated meeting representatives. To cast a vote they must be in attendance either physically or by phone conference. Any newly formed group shall be able to participate but not vote in the business portion of Intergroup until being in existence for a period of no less than three (3) months.

## **ARTICLE V** **Meetings**

### Section 1.

Intergroup meetings should be held at least once per month on the third Sunday of every month unless due and timely notices are given at preceding intergroup meeting. The location of each meeting will be announced at least two(2) months prior to the meeting with a minimum two(2) meetings annually held near the southeastern end of the designated Intergroup region. At times of Conferences and Mini-Conferences Intergroup may hold meetings on same day at Conference determined by a vote at SJIG.

## **ARTICLE VI** **Finances**

### Section 1.

Any withdraw of SJIG funds shall require two (2) signatures. The authorized signers are to be determined by a vote at Intergroup and shall specifically exclude the Treasurer as a signer.

### Section 2.

The Chair shall form a committee, excluding those with check signing privileges, to conduct an annual audit of the finances.

### Section 3.

The Treasurer will provide reasonable access to the finances to any GA member at the intergroup meeting.

Section 4.

Other than normal monthly expenses, all other disbursements must be approved by SJIG prior to their expenditure. Normal monthly expenditures may be made as long as funds are available. Such normal expenses include but are not limited to ISO donation in the amount of \$50.00. restocking of literature up to \$500.00, and the current expenses of the hotline.

Section 5.

At no time shall the balance be allowed to drop below the total amount of normal monthly expenses.

**ARTICLE VII**  
**Trustees**

Section 1.

The Board of Trustees are members of Gamblers Anonymous and have completely abstained from gambling by their own admission for a period of two (2) years and have had regular attendance at Gamblers Anonymous meetings. Board of Trustees defines regular attendance for International officers as thirty-nine (39) meetings per year. This does not include Intergroup meetings or picnics but does include Birthday meetings.

Section 2.

The term of office of Trustees shall be for two (2) years starting on July 1st, of even years and including June 30 of the following even year. However, the term of office shall be extended until the newly elected Trustee has been submitted to the International Service Office (I.S.O.)

Section 3.

Elections are to take place by May 15<sup>th</sup> of the even year by sealed ballot with nominations being accepted two months prior to the elections.

Section 4.

Each eligible voting member of Intergroup (see Article IV Section 2) will be allowed to vote for up to the number of Trustees area 13B is assigned. (For example, if Area 13B is assigned two Trustees then you can vote for two).

Section 5.

As funds are available, SJIG will pay for the following expenses for each Trustee at International Conferences or Board of Trustee Meetings:

- a. Roundtrip Airfare, including baggage fees (if applicable)
- b. Ground Transportation or parking fees to and from the airport, at both departure and destination locations.
- c. Up to two nights lodging immediately prior to the conference
- d. Up to a Conference "B" registration package.
- e. A food allowance of \$15.00 per meal (not included by the conference) from Wednesday night thru the conclusion of the conference.

These funds shall be made available 60 days prior the start of the BOT meeting, up until the final SJIG meeting before the BOT meeting. No funds shall be dispersed after the conclusion of the BOT meeting without approval voted on by the SJIG.

#### Section 6.

If funds are insufficient to fund all Trustees, available funds will be divided equally among the attending Trustees.

#### Section 7.

The Trustees are expected to use the most reasonable travel measures to minimize the cost to Intergroup.

#### Section 8.

Trustees are allowed a Literature allowance of \$10 a month, per Trustee to use as they deem appropriate.

#### Section 9

All Trustees are required to attend 10 out of 12 regularly scheduled Intergroup meetings on a rolling 12 month basis. At the beginning term on July 1 of each even year, all trustees will have zero absences. A Trustee attending another GA function or GA event or meeting at the same time as a regularly scheduled SJIG meeting will satisfy the attendance requirement. If a Trustee misses more than 3 or more meetings in any 12 month time period, funding will not be automatic, but subject to a group conscience majority vote.

#### Section 10

If a Trustee is unable to attend a BOT meeting, an absentee ballot must be submitted. In the event an absentee ballot is not submitted, per the rules and procedures of the BOT, all funding for future BOT meetings and International conferences will be forfeited through the end of the current term for the Trustee(s).

**ARTICLE VIII**  
**Trusted Servants**

Section 1.

The following are the TRUSTED SERVANT positions of SJIG; CHAIRPERSON, ASSISTANT CHAIRPERSON, RECORDING SECRETARY, TREASURER, PUBLIC RELATIONS REPRESENTATIVE, PRESSURE RELIEF GROUP CHAIRPERSON, LITERATURE CHAIRPERSON, PRISION COORDINATOR, HOTLINE COORDINATOR, CALENDAR COORDINATOR, TRANSPORTATION COORDINATOR, with a majority vote SJIG may add a Trusted Servant position as deemed necessary.

- a. Duties of the CHAIRMAN shall be to conduct the meeting in an orderly fashion, to prepare the agenda, with assistance of other trusted servants.
- b. Duties of the ASSISTANT CHAIRMAN should be to perform the Chairman's duties when the Chairman is absent, keep an accurate record of group representatives and take the Intergroup attendance.
- c. Duties of the RECORDING SECRETARY shall be to take minutes of all meetings.
- d. Duties of the TREASURER are to collect, record and prepare for disbursement all funds collect form the group, to prepare monthly statement of finances.
- e. Duties of the PUBLIC RELATIONS REPRESENTATIVE shall be to disseminate information, inform Regional Service Office and International Service Office (I.S.O.) of any public relations effort, and be responsible for creating public relations activities in the Intergroup area within the framework of the Guidance Code.
- f. Duties of the PRESSURE RELIEF GROUP CHAIRMAN shall be to be responsible for educating the groups on pressure relief, maintaining updated forms and giving assistance to groups where needed.
- g. Duties of the LITERATURE CHAIRPERSON shall be to order and maintain an adequate supply of GA approved materials for the International Service Office (ISO), to sell the approved materials at each SJIG meeting and remit funds to the Treasurer by the end of the meeting,
- h. Duties of the PRISION COORDINATOR shall be to provide a resource for the purpose of assisting when a prisoner or institutional staff member is requesting to start an "inside" meeting.

i. Duties of the HOTLINE COORDINATOR shall be to keep the volunteer information up to date with the hotline service, to solicit new volunteers as need to fill available time slots.

j. Duties of the CALENDAR COORDINATOR shall be to collect special meeting and anniversary information from the groups to create a monthly calendar for distribution.

k. The duties of the MEETING LIST COORDINATOR shall be to keep an up to date version of all meetings in SJIG and to distribute same.

l. Each Trusted Servant shall provide a means of communication for the meeting list so they can be contacted by members.

## Section 2.

To be eligible to be elected as a Trusted Servant of SJIG you must have abstained from gambling for at least one year. However, the minimum time requirement for Recording Secretary, Meeting List Coordinator and Calendar Coordinator shall be 90 days of abstinence. The minimum time for Treasurer shall be 2 years of abstinence.

## Section 3.

The term of office for SJIG Trusted Servants shall be for one calendar year with elections to take place in December.

## Section 4.

If a Trusted Servants admits to Gambling his/her office will be vacated.

## Section 5.

All SJIG Trusted Servants are required to attend 9 out of 12 regularly scheduled meetings. A member attending another GA function at the same time as a regularly scheduled meeting will satisfy the attendance requirement for that meeting. If a Trusted Servant misses more than 3 unexcused meetings their office will be deemed vacated.

## Section 6.

In the event of an unforeseen emergency or circumstances which cause an elected officer of SJIG to be unable to fulfill their responsibilities, the chairperson and trustees will be responsible to designate an individual whom they feel qualified to fulfill the duties as an interim officer (if needed), until a vote can be taken at the next monthly SJIG meeting. The decision made will be

deemed in the best interest of the entire group and will not need to be communicated to the group until the next meeting.

## **ARTICLE IX** **Mini Conferences**

### Section 1.

When SJIG votes to hold a mini-conference, the chair of the committee will make every effort to determine the amount of members attending prior to holding the conference. In the event that there is an insufficient number to pay for the expenses of the conference 30 days prior to the conference commencing, the conference will be called off.

## **ARTICLE X** **Trustee Elections**

### Section 1.

Procedures for the election of Trustees shall be as follows:

1. To be eligible for the position of Trustee you must be a member of Gamblers Anonymous and have completely abstained from gambling by your own admission for a period of two (2) years and have had regular attendance at Gamblers Anonymous meetings.
2. The term of office of Trustee shall be for two (2) years starting on July 1st, of even years and concluding June 30th of the following even year.
3. The election of Trustees will be in April of every even year.
4. Any person nominated for Trustee must accept the nomination prior to the distribution of ballots and must be present at the time of the election.
5. The election of Trustees will be conducted by written ballot at the April Intergroup meeting of each even year with each eligible GA member having one (1) vote. To be eligible to vote a member must have 30 days clean time when he or she casts their vote and be a designated room representative.
6. If a tie exists between 3rd and 4th place, a run-off election shall be held with eligible GA members having one (1) vote.
7. The Intergroup Secretary shall notify the International Service Office (ISO) of the election results by May 15.
8. Three (3) Trusted Servants, including at least one (1) past Trustee, if possible, shall count the ballots.
9. A Trustee must receive 50 percent plus 1 of the vote in order to be elected. In the event any vacancies remain, an election shall be held at each subsequent SJIG meeting until the vacancy is filled.

### Section 2.

Special Election procedures for the election of Area 13B International Trustees shall be as follows:

1. In the event a Trustee is unable to complete his or her term of office, a Special Election may be held at the discretion of Intergroup that will follow the guidelines of section 1, except as follows:
  - a. The election will be held during the month following the closing of the nominations for the proposed Trustee.

## **ARTICLE XI**

### **Changing the Articles of Guidance**

#### Section 1.

It shall require a 2/3 vote at any SJIG meeting to change or amend any article within the Articles of Guidance.

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