

BYLAWS
of
SOUTHERN ILLINOIS AL-ANON FAMILY GROUPS, INC

An Illinois Nonprofit Corporation

March 12, 2022

ARTICLE I. OFFICES

SECTION 1. REGISTERED OFFICE

The corporation shall continuously maintain on the State of Illinois a registered office and a registered agent whose business office is identical with such registered office and may have other offices within the state.

SECTION 2. PRINCIPAL OFFICE

The principal office of Southern Illinois Al-Anon Family Groups, Inc. (SIAFG) for the transaction of its business shall be located in Southern Illinois at such places as may be from time to time convenient for its purposes, as determined by the directors, with the advice of members. SIAFG restricts its business to the counties of Southern Illinois as defined by the SIAFG Map, which is a part of the Corporate record. For purposes of these By-Laws, Southern Illinois includes the counties of Hancock, McDonough, Fulton, Peoria, Woodford, McLean, Ford, Iroquois, and all counties in Illinois south of Hancock, McDonough, Fulton, Peoria, Woodford, McLean, Ford and Iroquois.

ARTICLE II. PURPOSES

SECTION 1. OBJECTIVES AND PURPOSE

The objectives of the Corporation are:

- A. To encourage unity of purpose and the growth of Al-Anon Family Groups and Alateen Groups in Southern Illinois.
- B. To encourage, assist and serve the families and friends of alcoholics in dealing with the problems concerning and attendant to alcoholism; to reinforce their efforts to understand the alcoholic and to foster his or her restoration to normal life; to disseminate information in relation thereto and to conduct, and participate in, any other classes of service to assist families and friends of alcoholics in dealing with their problems.
- C. To respond to requests from individuals, families and institutions seeking help concerning alcohol use in a spouse, parent, child, relative or friend, and to provide information regarding Al-Anon/Alateen Family Group meeting locations in their area.

- D. To publish newsletters, to hold special events and to conduct conferences, conventions, workshops and discussion groups in order to educate Al-Anon and Alateen members and the public on the subject of alcoholism as it affects others.
- E. To meet, discuss and develop policies concerning Al-Anon and Alateen activities and to cooperate with Al-Anon Family Groups, Inc. (AFG, Inc.) and to send Delegate(s) to its World Service Conference (Al-Anon's annual week-long meeting attended by World Service Delegates from all United States, Canada and their territorial areas, representatives from overseas countries, members of the AFG Board of Trustees and Executive Committee, chairmen of standing committees and the Administrative Staff and other personnel from the AFG, Inc. headquarters.)
- F. To conduct other business as needed or desirable in keeping with the Twelve Steps, Traditions and Concepts of Service. (See Appendix A)

SECTION 2. PRINCIPLE OF OPERATION

A. Adherence to Al-Anon Principles:

SIAFG shall at all times adhere to the principles expressed in Al-Anon's Twelve Steps, Traditions and Concepts of Service. (See Appendix A) In the event that any By-Law conflicts with the Steps, Traditions and Concepts, application of the Steps, Traditions and Concepts shall take precedence over adherence to the By-Law.

B. Additional References:

SIAFG shall refer for guidance to the literature, memoranda, procedural manuals and guidelines published by the AFG, Inc. in the conduct of its business.

C. Relationship to AL-Anon Family Groups and Alateen Groups:

SIAFG is not directly connected to, assumes no responsibility for and exercises no control over any other element of Al-Anon, including individual Al-Anon Family Groups, Alateen Groups, Districts, Information Services (Intergroups) and Districts which participate in its functions. SIAFG provides a link for all groups to participate in the service structure through which Al-Anon's group conscience speaks.

ARTICLE III. MEMBERS

SECTION 1 CLASSES OF MEMBERS

SIAFG shall have two classes of members

A. Voting members: Voting members are any persons selected as Group Representatives (GR) of any Al-Anon Family Group or Alateen Group that meets the criteria for eligibility for registered groups as provided in SECTION 3, paragraph A in this ARTICLE, and who attends any duly authorized regular, special or election meeting of SIAFG. The suggested term of office for Group Representative shall be three (3) years. The method of selection is up to the group conscience of the particular Al-Anon Family Group or Alateen Group.

B. Nonvoting members: Nonvoting members are members of the Southern Illinois Area World Service Committee whose qualifications, terms and duties are provided in ARTICLE V, hereof. However, any member of this committee may vote if they are also a Group Representative as provided in paragraph A in this Section.

SECTION 2. NUMBER OF MEMBERS

There is no limit to the number of voting members that SIAFG may admit. However, each Al-Anon Family Group or Alateen Group is limited to one voting member. No individual shall hold more than one voting membership in SIAFG.

SECTION 3. ELIGIBILITY OF REGISTERED GROUPS

A. Criteria for Eligibility:

For purposes of these By-Laws, an Al-Anon Family Group or Alateen Group meets the following criteria:

1. is registered with, or applies for registration with SIAFG and Al-Anon Family Group Headquarters, Inc. as an Al-Anon Family Group or an Alateen Group.
2. calls itself an Al-Anon Family Group or Alateen Group.
3. is guided in all activities by Al-Anon's Twelve Steps, Traditions and Concepts of Service (See Appendix A).

B. Participation in SIAFG. Participation in SIAFG by any Al-Anon Family Group or Alateen Family Group shall be voluntary.

C. Registered Group List.

1. SIAFG shall keep a confidential registered group list containing the name and address and phone number of each registered group. Such registered group list shall constitute the voting membership list of SIAFG and shall be kept at SIAFG's principal place of business and shall be available for inspection by any officer or member of SIAFG during regular business meetings. The registered group list shall not be used, in whole or part, by any person for any purpose not related to their responsibilities as a member of SIAFG. The registered group list is confidential.

2. SIAFG Group Records policy is that Area 16 (Southern Illinois Al-Anon Family Groups) will send all group record changes and new registrations to the SIAFG Group Records Secretary. He/She will make changes to the Area 16 SIAFG and WSO records. DRs will have read only access and run reports for their specific districts from WSO. If they find needed changes they will contact the SIAFG Group Records Secretary.

D. Refusal of Membership: No Group Representative of a registered group within the bounds of Southern Illinois shall be refused membership in SIAFG when the Group Representative meets the requirements for voting members as provided in SECTION 1, paragraph A in this ARTICLE.

SECTION 4. VOTING RIGHTS

Each voting member shall be entitled to one vote on each matter submitted to a vote of the members. Each Group Representative may represent only a single group, and shall cast only one vote, even though he or she would otherwise be eligible for multiple votes.

SECTION 5 TERMINATION OF MEMBERSHIP

Voting membership shall terminate when the Al-Anon Family Group or Alateen Group has been disbanded and notice has been given to the SIAFG Group Records Secretary. All rights of a voting member shall cease at the time such notice has been received by the SIAFG Group Records Secretary.

SECTION 6. RESIGNATION

Any Al-Anon Family Group or Alateen group may resign by notifying the SIAFG Group Records Secretary of its resignation.

SECTION 7. REINSTATEMENT OF GROUPS

Any Al-Anon Family Group or Alateen Group may be reinstated and be entitled to a voting member at such time as they fulfill the criteria for eligibility as set forth in SECTION 3, paragraph A of this ARTICLE.

SECTION 8. REINSTATEMENT OF VOTING MEMBERS

Any voting member may be reinstated at such time he or she fulfills the eligibility requirements as set forth in SECTION 1, paragraph A of this ARTICLE.

SECTION 9. TRANSFER OF MEMBERSHIP

Membership in this corporation is not transferable or assignable.

SECTION 10. MEMBER CERTIFICATES

No membership certificates of the corporation shall be required.

SECTION 11. NONLIABILITY OF MEMBERS

A member of SIAFG or his or her proxy is not, as such, personally liable for the debts, liabilities, or obligations of SIAFG. AFG, Inc. and Al-Anon Family Groups, Alateen Groups, Districts and Information Services (Intergroups) who participate in SIAFG are also not liable for the debts, liabilities or obligations of SIAFG.

SECTION 12. AMENDMENTS RESULTING IN THE TERMINATION OF MEMBERSHIPS

Notwithstanding any other provision of these By-Laws, if any amendment to the Articles of Incorporation or the By Laws of SIAFG would result in termination of all memberships or any class of memberships, then such amendment or amendments shall be effected only in accordance with the provisions of the General Not For Profit Corporation Act of 1986 of the State of Illinois in such case provided and as said Act may be amended from time to time.

ARTICLE IV. MEETINGS OF MEMBERS

SECTION 1. ANNUAL AND OTHER REGULAR MEETINGS

The members shall meet three times a year during the months of March, July and November each year, at a time, date and place determined by the SIAFG Chairperson, for purposes of conducting any SIAFG business. An annual meeting of members shall be held in the month of November for the purpose of electing Directors. Every three years in the month of July the members shall elect SIAFG officers, and coordinators shall be selected as provided in ARTICLE V, SECTION 4, paragraph C, herein. The SIAFG Chairperson may choose to conduct any SIAFG business at other times of the year, by designating other meetings times and locations and properly notifying all registered groups of the meeting.

SECTION 2. SPECIAL MEETINGS OF MEMBERS

Special meetings of the members may be called by the SIAFG Chairperson or by any SIAFG Officer. In addition, special meetings may be called by twenty five (25) or more Group Representatives from Al-Anon Family Groups and/or Alateen Groups registered with SIAFG, as long as at least five are from each of three (3) districts. In calling a special meeting, the purpose of the meeting must be clearly stated, along with the reason the meeting could not be conducted at the regularly scheduled meeting. No business may be conducted at a special meeting, except as delineated in the notice of the meeting. Special meetings must be held at a convenient location.

SECTION 3. PLACE OF MEETING

Meetings of members shall be held within Southern Illinois, as defined in ARTICLE I, SECTION 2, hereof, as may be designated from time to time by the SIAFG Chairperson.

SECTION 4. NOTICE OF MEETINGS

A. Manner of giving notice: To the extent that notice of changes of meeting times, notice of special meetings, or any other notice is given, adequate notice shall be deemed to have been given if it is given by mail, addressed to the Al-Anon/Alateen Family Group at the address given to the SIAFG Group Records Secretary for purpose of notice.

B. Time of notice: Notice of regular meetings must be given at least thirty (30) days prior to a meeting. Notice of special meetings must be given at least thirty (30) days, but not more than forty five (45) days prior to a meeting.

C. Contents of notice.

1. The notice of any regular meeting shall state the place, date and time of meeting.
2. The notice of any special meeting, including changes of meeting, times, shall state the place, date, time of the meeting and the nature of the business to be transacted.

D. Notice of Meetings Called by Group Representatives: If a request for a special meeting is called by Group Representatives as authorized by these By-Laws, the request for the meeting shall be submitted in writing, specifying the date, time, location and the nature of the business proposed to be transacted and shall be delivered personally or sent by registered mail or by telegraph to the SIAFG Chairperson. The SIAFG Chairperson shall cause notice to be given to the registered groups that a special meeting will be held. The date for such meeting shall not be less than thirty (30) and not more than sixty (60) days after the receipt of the request by the SIAFG Chairperson. If notice is not given by the SIAFG Chairperson within ten (10) days after receipt of the request, members calling the meeting may give notice themselves.

E. Special Notice Rules for Approving Certain Proposals: If action is proposed to be taken or is taken with respect to the following proposals, such action shall be invalid unless the general nature of the proposal is stated in the notice of meeting or in any written waiver of notice:

1. Removal of officers with or without cause.
2. Filling of vacancies of officers by members.
3. Amending the Articles of Incorporation, and
4. An election to voluntarily wind up and dissolve SIAFG.

SECTION 5. INFORMAL ACTION BY MEMBERS

Any action required to be taken at a meeting of the members of the corporation, or any other action, which may be taken at a meeting of members, may be taken without a meeting, if a consent in writing, setting forth the action so taken, shall be signed either (i) by all the members entitled to vote with respect to the subject matter thereof, or (ii) by the members having not less than the minimum number of votes that would be necessary to authorize or take such action at a meeting at which all members entitled to vote thereon were present and voting. If such consent is signed by less than all of the members entitled to vote, then such consent shall become effective only: (1) if, at least five (5) days prior to the effective date of such consent, a notice in writing of the proposed action is delivered to all of the members entitled to vote with respect to the subject matter thereof, and (2) if, after the effective date of such consent, prompt notice in writing of the taking of the corporate action without a meeting is delivered to those members entitled to vote who have not consented in writing.

SECTION 6. FIXING OF RECORD DATE

The members entitled to notice of any meeting of members are the members who have registered with the SIAFG Group Records Secretary not less than seven (7) days prior to the mailing of notices. The members entitled to vote at any meeting of members are those voting members who have registered with the SIAFG Group Records Secretary prior to the casting of votes.

SECTION 7. QUORUM

The holders of the votes which may be cast at a meeting of members of the corporation, represented in person, shall constitute a quorum for consideration of such matters as are before the meeting at any meeting of members. The affirmative vote of majority of the votes represented at the meeting shall be the act of the members, unless the vote of a greater number is required by the General Not For Profit Corporation Act of Illinois, the Articles of Incorporation or these By-Laws. At any adjourned meeting at which a quorum shall be present, any business transacted which might have been transacted at the original meeting. Withdrawal of members from any meeting shall not cause failure of a duly constituted quorum at that meeting.

SECTION 8. PROXIES

Each member entitled to vote at a meeting of members or to express consent or dissent to corporate action in writing without a meeting may authorize another person to act for him or her by proxy, provided the group represented has approved that other person to be their Alternate Group Representative.

SECTION 9. VOTING

Each voting member shall be entitled to one vote in each matter submitted to vote at a meeting of members. Each voting member may vote either in person or by proxy as provided in SECTION 8 of this ARTICLE. Cumulative voting shall not be permitted.

SECTION 10. INSPECTORS

At any meeting of members, the SIAFG Chairperson may, or upon the request of any member, shall appoint one or more persons as inspectors for such meeting. Such inspectors shall ascertain and report the number of votes represented at the meeting, based upon their determination of the validity and effect of proxies (Alternate Group Representatives); count all votes and report the results; and do such other acts as are proper to conduct the election and voting with impartiality and fairness to all members.

SECTION 11. VOTING BY BALLOT

Voting on any question may be by voice vote or show of hands unless the SIAFG Chairperson shall order or any member shall order or any member shall demand that voting be by ballot. Election of officers shall be by written ballot and shall follow the procedures as provided in ARTICLE V, SECTION 4, hereof.

SECTION 12. CONDUCT OF MEETINGS

Meetings of members shall be presided over by the SIAFG Chairperson, or in his or her absence, by the SIAFG Delegate. The Recording Secretary of SIAFG shall act as secretary of all meeting of members, provided that in his or her absence, the SIAFG Chairperson shall appoint another person to act as recording secretary of the meeting.

SIAFG meetings shall be held in an orderly manner according to such policy guidelines as SIAFG may adopt from time to time. Adherence to strict parliamentary procedure is not required.

ARTICLE V. AREA WORLD SERVICE COMMITTEE

SECTION 1. DEFINITION OF MEMBERS.

Members of the Southern Illinois Area World Service Committee (hereinafter referred to as the SIAWSC) are the SIAFG Officers (Delegate, Alternate Delegate, Chairperson, Recording Secretary, Treasurer and Group Records Secretary), SIAFG Registered Agent, SIAFG Coordinators, District Representatives, Information Services (Intergroup) Liaisons and Past Delegates, and are nonvoting members of SIAFG, EXCEPT where they are also a Group Representative or Alternate Group Representative.

SECTION 2. TERMS OF OFFICE

A. For SIAFG Officers: shall be three years, beginning January 1st and ending December 31st.

B. For SIAFG Coordinators: shall be three years, beginning January 1st and ending December 31st.

C. For Past Delegates: shall be lifetime.

D. For SIAFG District Representatives: shall be three years.

E. For Information Services (Intergroup) Liaisons: shall be three years.

F. For officers and coordinators shall be limited to two (2) full terms of the same office on the SIAWSC and no more than thirty (30) years total.

G. Full terms of office begin January 1st following the election in July or November of election years.

SECTION 3. QUALIFICATIONS

All SIAWSC members must be active Southern Illinois Al-Anon or Alateen members, who are not members of AA, with the exception of Co-Ordinator positions as stated below.

A. Officers: Any Al-Anon or Alateen member who is serving or who has served, as a District Representative, Group Representative or SIAWSC member who is not a member of AA is eligible to serve as an officer. In the event no such person is willing to serve, any member of SIAFG may serve.

- B. Coordinators: Any Al-Anon or Alateen member, including members of Alcoholics Anonymous, but not necessarily a member of SIAFG may serve as a Coordinator. The By-Laws and Insurance Coordinator must be well-versed in Al-Anon policy, preferably the Delegate or a Past Delegate.
- C. District Representatives: Any past or present Group Representative is eligible to serve as a District Representative.
- D. Information Services (Intergroup) Liaisons: Any Al-Anon or Alateen member is eligible to serve as an Information Services (Intergroup) Liaison.

SECTION 4. METHODS OF ELECTION AND SELECTION SIAWSC

- A. Delegate and Alternate Delegate:
 1. Candidates must leave the room so that discussion can be held before vote is made.
 2. The first qualified candidate to receive two-thirds (2/3) majority of votes of members qualified to vote at a meeting is elected.
 3. In the event no one has received two-thirds (2/3) majority after three ballots have been taken, the chairperson may place the names of the candidates in a hat in accordance with Concept V (see Appendix A). The person whose name is drawn is elected.
- B. Other Officers: The first qualified candidate who receives a majority vote of members qualified to vote at the meeting is elected.
- C. Coordinators: Are appointed by the SIAFG Chairperson
- D. District Representatives, Information Services (Intergroup) Liaisons: The method of selection of District Representatives and Information Services (Intergroup) Liaisons is up to the group conscience of the particular District and Information Services (Intergroup) who selects their representative to the SIAWSC.

SECTION 5. FUNCTIONS AND RESPONSIBILITIES

- A. To serve in an advisory capacity to SIAFG.
- B. Plan for the general improvement of SIAFG.
- C. Provide a forum for the discussion and resolution of problems and concerns submitted by members of SIAFG.
- D. Study problems and concerns submitted by SIAFG members, submitting those which cannot be resolved to the World Service Conference of the AFG, Inc. prior to their stated deadline.
- E. Study the needs of SIAFG, initiate projects and present the result to SIAFG.
- F. Plan SIAFG agendas.
- G. Review the proposed budget prior to its submission to the SIAFG for approval.
- H. Approve budget revisions when necessary.

I. Accept requests from the Districts for the division of an existing District, and when determined advisable, recommend approval to SIAFG.

J. Conduct other business as may be required by law, the Articles of Incorporation of SIAFG, by these By-Laws or which may be assigned to it by the SIAFG.

SECTION 6. REGULAR MEETINGS

Regular meetings of the SIAWSC are called and chaired by the SIAFG Chairperson. They are held three times a year at a time prior to the SIAFG meeting. The date, time and place will be determined by the SIAWSC. The SIAWSC may provide, by resolution, the time and place for the holding of additional regular meetings of the SIAWSC without other notice than such resolution.

SECTION 7. SPECIAL MEETINGS.

Special meetings of the SIAWSC may be called by the SIAFG Chairperson. In addition, special meetings may be called by the Delegate or any three (3) members of the SIAWSC. In calling a special meeting, the purpose of the meeting must be clearly stated, along with the reason the meeting could not be conducted at the regularly scheduled meeting. No business may be conducted at a special meeting, except as delineated in the notice of the meeting. Special meetings must be held at a convenient location.

SECTION 8. NOTICE OF MEETINGS

Written notice stating the place, date, and hour of any meeting of the SIAWSC shall be delivered to each SIAWSC member entitled to vote at such meeting not less than fifteen (15) nor more than thirty (30) days before the date of such meeting. In case of a special meeting or when required by statute of these By-Laws, the purpose for which the meeting is called shall be stated in the notice. If mailed, the notice of a meeting shall be deemed delivered when deposited in the United States mail addressed to the member at his or her address as it appears on the records of the corporation, with postage thereon prepaid. When a meeting is adjourned to another time or place, notice need not be given of the adjourned meeting if the time and place thereof are announced at the meeting at which the adjournment is taken.

SECTION 9. INFORMAL ACTION BY MEMBERS

The authority of the SIAWSC may be exercised without a meeting if a consent in writing, setting forth the action to be taken, is signed either (i) by all the SIAWSC members entitled to vote with respect to the subject matter thereof; or (ii) by the SIAWSC members having not less than the minimum number of votes that would be necessary to authorize or take such action at a meeting at which all members entitled to vote thereon were present and voting.

SECTION 10. QUORUM

A majority of the members of the SIAWSC shall constitute a quorum and the act of a majority of the members present at a meeting at which a quorum is present shall be the act of the SIAWSC.

SECTION 11. VOTING

Each member of the SIAWSC is entitled to one vote at SIAWSC meetings, and the vote shall be cast in person. No SIAWSC member may act by proxy in any matter. No cumulative voting is permitted.

SECTION 12. DUTIES OF SIAWSC MEMBERS

All officers shall:

1. Attend SIAFG and SIAWSC meetings.
 2. Attend seminars, conferences, and meetings as may be authorized by SIAFG.
 3. Shall be considered a member of the Convention Resource Committee (from now on known as CRC).
 4. Perform all duties incident to specific office as may be required by law, by the Articles of Incorporation of SIAFG, by these By-Laws, or which may be assigned to him or her from time to time by SIAFG.
 5. Shall prepare a written report of his or her activities. Oral report to be given at SIAFG meeting. Written reports are to be given to News-O-Gram editor (for publication in the next News-O-Gram) and recording secretary.
 6. Shall be familiar with the Al-Anon Alateen Service Manual.
- A. Duties of the Delegate
1. shall be the link between SIAFG and AFG, Inc.,
 2. shall attend each meeting of the AFG, Inc. World Service Conference,
 3. shall submit to Conference Administrator, items to be considered at the World Service Conference, as suggested by his or her group,
 4. shall submit a report of the AFG, Inc. World Service Conference to SIAFG,
 5. shall be available to all SIAFG groups, Districts and Information Services (Intergroups),
 6. shall be a member of the Board of Directors,
 7. shall distribute or cause to be distributed, to any new Al-Anon Family Group or Alateen Group registering with SIAFG, a copy of these By-Laws, a welcome letter, a copy of the SIAFG map and a list of names, addresses and phone numbers of the SIAWSC.
 8. submit to the AFG, Inc. no later than January 1st of the regional election year, either the regional trustee (RT) resume or notification that the area does not have a candidate,

9. shall serve as Chairperson for Convention Resource Committee (from now on known as CRC) meeting when Illinois State AFG Convention is held in Southern Illinois (SIAFG) area.

10. mMay serve as Area Chairperson after Delegate term is up.

B. Duties of the Alternate Delegate

1. shall, upon the vacancy of the Delegate's office, become the Delegate,
2. shall assist the Delegate in performance of his or her duties,
3. shall co-ordinate workshop at assemblies,
4. shall coordinate Assembly informational activities,
5. If there is no Alateen Coordinator or Alateen Area Process Person (AAPP) Co-ordinator able to fulfill the duties, shall be the process person for SIAFG through which all paperwork pertaining to Alateen; from/to AFG, Inc., SIAFG, and all AI-Anon/Alateen Family Groups, District Alateen Coordinators and/or District Representatives, and any others doing work in the area of Alateen shall flow. If said Coordinator positions are filled, said Alternate Delegate shall help both/either Coordinator where needed.

C. Duties of the Chairperson

1. shall call meetings as outlined in these By-Laws,
2. shall conduct all meetings of the members,
3. shall attend the AFG, Inc. World Service Conference when the Delegate and the Alternate Delegate are not available to attend,
4. shall conduct annual assembly inventory,
5. shall appoint all Coordinators,
6. must sign Contract for Convention when being held in Southern Illinois Area,
6. shall bring to, and display at all meetings: a) whiteboard, b) banners (12 Steps, 12 Traditions, 12 Concepts).

D. Duties of the Recording Secretary:

1. shall see that all notices are given at least 30-days prior to meetings (in accordance with the provisions of these By-Laws) or as required by Law,
2. shall distribute (via e-mail or U.S. Mail) {as requested}, a copy of minutes of all meetings of SIAFG to each member on the Registered Group List and each member of SIAWSC no more than 45 days after each meeting,
 - 2a. shall distribute (via e-mail or U.S. Mail) {as requested}, a copy of corrected minutes of all meetings of SIAFG to each member on the Registered Group List and each member of SIAWSC no more than 45 days after each meeting,
 - 2b. shall submit approved SIAFG minutes to Web Manster for posting to website,

3. shall distribute (via e-mail or U.S. Mail) {as requested}, a copy of minutes of all SIAWSC meetings to each SIAWSC member no more than 45 days after each meeting,

3a. shall distribute (via e-mail or U.S. Mail) {as requested}, a copy of corrected minutes of all SIAWSC meetings to each SIAWSC member no more than 45 days after each meeting,

3b. shall submit approved minutes to Web Master for posting to website,

4. shall handle correspondence that is not channeled to a specific officer, coordinator, or committee,

5. shall distribute, or cause to be distributed, to all SIAWSC members subsequent to their election, a copy of these By-Laws, and the Al-Anon Alateen Service Manual,

6. shall keep a book of minutes of all annual, regular, special and election meetings of SIAFG and SIAWSC, recording therein the time and place of holding, whether regular or special, how called, how notice thereof was given, the names of those present or represented at the meeting and the proceedings thereof (These proceedings are to include all motion content and vote result regarding Motion content made/seconded, approved or rejected),

7. at election meetings shall call the roll of all voting members present and list on the whiteboard qualified candidates for office,

8. shall send, or cause to be sent, to AFG, Inc. reports of all SIAFG meetings.

E. Duties of the Treasurer

1. shall be the chief financial officer of SIAFG.

2. shall have charge and custody of, and be responsible for, all funds and securities of SIAFG, and deposit, or cause to be deposited, all such funds in such banks, trust companies or other depositories as shall be approved by the SIAWSC.

3. shall set aside such reserve funds as directed by SIAWSC.

4. shall cause four (4) officers to be authorized to sign checks; of these two (2) signatures shall be required on every check.

5. shall manage the receipt of and the giving of receipts for money due and payable to SIAFG from any sources whatsoever.

6. shall disburse, or cause to be disbursed, the funds of SIAFG as may be directed by the SIAWSC, taking proper vouchers for such disbursement.

7. shall forward to AFG, Inc., before January 1st, the equalized sum for the Delegates' fund.

8. shall disperse to Delegate, Alternate Delegate, and Past Delegate said approved amount(s) for Regional Delegates Meeting expenses,

9. shall keep and maintain adequate and correct accounts of SIAFG's properties and business transactions, including accounts of its assets, liabilities, receipts, disbursements and losses,

10. shall render to the officers, whenever requested, an account of any and all of his or her transactions as Treasurer and of the financial condition of SIAFG,
11. shall prepare, or cause to be prepared, the financial statements to be included in any required reports,
12. shall provide a budget status report to SIAWSC and SIAFG and shall present an annual report and a proposed budget to SIAWSC and SIAFG,
13. shall keep a list of and prepare, or cause to be prepared, the required local, county, state and federal tax returns,
14. shall send out, or cause to be sent out, as directed by SIAWSC, appeals to all Al-Anon Family Groups and Alateen Groups in Southern Illinois for support.

F. Duties of the Group Records Secretary/Meeting List:

1. shall keep a registered group list as specified in ARTICLE III, SECTION 3, paragraph C, herein, containing the name, address and phone number of each group.
2. shall be the link for Meeting Lists between AFG, Inc., SIAFG, and all Al-Anon/Alateen Family Groups, District Meeting Lists Coordinators, and/or District Representatives, and any others doing work in the area of Meeting Lists,
3. shall display current Meeting Lists at all approved SIAFG functions,
4. shall ensure that SIAFG Meeting Lists are current,
5. shall provide copies of SIAFG Meeting Lists to SIAFG on a semi-annual basis,
6. shall send, or cause to be sent, to Group Records at AFG, Inc., the names and addresses of all SIAFG members,
7. shall send or cause to be sent all New-O-Grams, Minutes of SIAWSC and SIAFG meetings and Board Of Directors meetings as well as the Treasurer's report to all appropriate persons either by email or snail mail.

G. Duties of a Coordinator:

1. shall attend SIAFG and SIAWSC meetings. As stated in the By-Laws, missing two successive SIAFG Assembly Meetings will cause the coordinator to be replaced. Wherever "as authorized by SIAFG" appears, pre-authorization must be obtained from SIAFG Area Assembly. Request for authorization should be brought to the SIAWSC for review and recommendation for presentation to SIAFG for approval.
2. shall prepare a written report of his or her activities. Oral report is to be given at SIAFG meeting. Written reports are to be given to News-O-Gram editor (for publication in the next News-O-Gram) and recording secretary,
3. shall be familiar with the Al-Anon Alateen Service Manual.

Existing Coordinators:

1. Alateen Coordinator & Alateen Convention Coordinator:
 - a. shall be the link for Alateen between AFG Inc., SIAFG; and all Al-Anon/Alateen Family Groups, District Alateen Coordinators and/or District Representatives; and any others doing work in the area of Alateen,
 - b. shall serve as a link between Alateen groups, SIAFG, and Alateen conventions and/or Al-Anon conventions with Alateen participation as authorized by SIAFG,
 - c. shall attend such convention planning meetings as authorized by SIAFG.

2. Alateen Area Process Person (AAPP):
 - a. shall be the process person for SIAFG through which all paperwork pertaining to Alateen, from/to AFG, Inc., SIAFG, and all Al-Anon/Alateen Family Groups, District Alateen Coordinators and/or District Representatives, and any others doing work in the area of Alateen shall flow;

3. Archives Coordinator
 - a. shall assemble, keep and maintain memorabilia and other historical items about Southern Illinois Al-Anon Family Groups and Alateen Group's activities, other events or changes and growth of the SIAFG and its components.

4. By-laws and Insurance Coordinator:
 - a. shall review procedures currently being followed by the SIAFG, calling to the attention of the Chairperson any variance between current practices and the SIAFG By-Laws,
 - b. shall draft, or cause to be drafted for review, discussion and vote by the SIAFG any change to these By-Laws,
 - c. shall maintain and update the By-Laws,
 - d. shall maintain and update the SIAFG Policy Guidelines,
 - e. shall review, analyze and make recommendations for the purchase of insurance,
 - f. shall purchase insurance as authorized by SIAFG.

5. Convention Coordinator:
 - a. shall serve as a link between SIAFG and the host Illinois State AFG Convention Planning Committee for the Illinois State AFG Convention,
 - b. shall attend all Illinois State AFG Convention planning meetings when said Convention is held in Southern Illinois,
 - c. shall attend at least three Illinois State AFG Convention planning meetings when said Convention is held in Northern Illinois. It is recommended that the 1st and last planning meeting be attended. Necessary attendance at more than three planning meetings must be authorized by SIAFG.
 - d. shall encourage that Al-Anon/Alateen conventions be planned in accordance with the Illinois State AFG Convention Guidelines.

- e. shall maintain the Illinois State AFG Convention Guidelines and shall recommend changes to SIAFG and the Convention Guidelines Committee.
 - f. shall serve as link between SIAFG and the Illinois State AA Conference providing name of a contact person in area where Conference is being held.
6. Forum and Literature Coordinator:
- a. shall be the link for the *Forum* and Literature between AFG, Inc., SIAFG, and all Al-Anon/Alateen Family Groups, District *Forum* and Literature Coordinators and/or District Representatives and any others doing work in the area of *Forum* and Literature,
 - b. shall display *Forums* and *Forum* order blanks at all approved SIAFG functions,
 - c. shall raffle *Forum* subscriptions at all approved SIAFG functions,
 - d. shall purchase and display AFG, Inc. Conference Approved Literature at all approved SIAFG functions,
 - e. shall purchase AFG, Inc. literature items as instructed by SIAWSC for free distribution to persons attending SIAFG meetings,
 - f. shall submit a financial report to SIAFG Treasurer at every SIAFG meeting,
 - g. shall submit to SIAFG Treasurer, at every SIAFG meeting, all funds in excess of an operating balance as determined by the SIAWSC.
7. News-O-Gram Editor:
- a. shall issue, or cause to be issued, News-O-Gram six weeks prior to SIAFG Assembly Meeting,
 - b. shall distribute, or cause to be distributed, News-O-Gram to each Al-Anon/Alateen Family Group registered with SIAFG, AFG, Inc., and to all SIAWSC members and any others as directed by SIAWSC,
 - c. shall submit a financial report to SIAFG Treasurer at every SIAFG meeting.
8. Public Information Coordinator
- a. shall be the link for Public Outreach between AFG, Inc., SIAFG, and all Al-Anon/Alateen Family Groups, District Public Outreach Coordinators and/or District Representatives and others doing work in the area of Public Outreach,
 - b. shall motivate Districts to follow through with Public Outreach projects,
 - c. shall make presentations and/or hold workshops.
9. Ways and Means Coordinator:
- a. shall purchase items that relate in some way to our spiritual principles and make them available for resale at all approved SIAFG functions,
 - b. shall chair annual fund raising activity for SIAFG. Annual fund raising activity ideas must be presented to SIAWSC for review and recommendation for presentation to SIAFG for approval,
 - c. prior approval must be given by SIAWSC for all raffles,
 - d. shall submit a financial report to SIAFG Treasurer at every SIAFG meeting,
 - e. shall submit to SIAFG Treasurer, at every SIAFG meeting, all funds in excess of an operating balance as determined by the SIAWSC.

10. Web Master Coordinator:

- a. shall be a link for SIAFG's web page between AFG, Inc., SIAFG and all Al-Anon/Alateen Family Groups, District Web page Coordinators and/or District Representatives, and any others doing work in the area of web pages.
- b. shall coordinate and maintain the SIAFG.org domain name,
- c. shall communicate and maintain agreement for web hosting service and monitor performance.
- d. shall understand SIAFG's By-Laws and guidelines for Al-Anon/Alateen related web pages and ensure SIAFG's web page complies to the fullest extent possible,
- e. shall gather information for SIAFG's web page and establish form, format, and content of said web page,
- f. shall ensure and maintain SIAFG's web page security and member anonymity.
- g. if necessary, WebMaster will appoint a Co-Coordinator to assist with the above responsibilities.

H. Duties of a District Representative

1. being a member of SIAWSC,
2. being the link between his or her District and SIAFG, encouraging the exchange of information,
3. Shall prepare a written report of his or her activities. Oral reports to be given at SIAFG. Written reports are to be given to News-O-Gram editor (for publication in the next News-O-Gram) and recording secretary.
4. representing his or her District at SIAWSC meetings,
5. cooperating with SIAFG officers and coordinators.

I. Duties of Information Services (Intergroup) Liaisons

1. being a member of SIAWSC,
2. being the link between his or her Information Service and SIAFG, encouraging the exchange of information,
3. reporting his or her Information Service's progress and problems to SIAFG,
4. representing his or her Information Service at SIAWSC meetings.

J. Duties of Past Delegates

1. acting in a voluntary advisory capacity.

SECTION 13. VACANCIES

- A. Delegate: If the Delegate cannot complete his or her three year term, the Alternate Delegate automatically becomes the Delegate for the balance of the term. If the Delegate cannot attend the World Service Conference of AFG, Inc., for any reason, the Alternate Delegate will attend in the Delegate's place. If the Alternate Delegate also cannot attend the World Service Conference of AFG, Inc., the following persons will be asked, in turn, to attend: Chairperson, Past Delegates beginning with the most recent, Recording Secretary, Treasurer, Group Records Secretary. If none of these can attend, those past

officers who have remained active in SIAFG meetings are asked until someone is able to attend.

- B. Other officers: If any officer other than the Delegate cannot complete his or her term of office, the SIAFG Chairperson appoints another person from among those eligible to fill the office until the next regular SIAFG meeting, at which time any vacated positions are filled using the eligibility and voting requirements established for a regular election of officers. If the SIAFG Chairperson resigns, the Delegate acts as SIAFG Chairperson until the next regular meeting, at which time any vacated positions are filled using the eligibility and voting requirements established for a regular election of officers.
- C. Coordinators: If any coordinator cannot complete his or her term of office, the SIAFG Chairperson or SIAWSC appoints another person to fill the position of coordinator from among those eligible to complete the term of office.

SECTION 14. REMOVAL FROM OFFICE

- A. Officers: If an officer does not participate in three (3) SIAFG meetings, including SIAWSC meetings, in succession, the members may replace that officer upon a vote of a majority of those present. The officers may also be recalled and replaced if they fail to perform their responsibilities.
- B. Coordinators: If a coordinator does not participate in three (3) SIAFG meetings, including SIAWSC meetings, in succession, the SIAFG Chairperson or SIAWSC may replace that coordinator. Coordinators may be recalled and replaced if they fail to perform their responsibilities.

SECTION 15. OFFICE RESTRICTIONS

- A. The Delegate may hold no other office within SIAFG other than automatic membership of the Board of Directors and shall be By-Laws and Insurance Coordinator if no Past Delegate or other active past member of the SIAWSC who is well-versed in Al-Anon policy is available to serve in this capacity.
- B. No Al-Anon member holding an office at the area level in an area outside Southern Illinois can hold an office in SIAFG.
- C. No Al-Anon member may hold more than one elected office in SIAFG at one time.
- D. Notwithstanding any other provision of these By-Laws, not more than forty-nine percent (49%) of the persons serving as officers and/or members of the Board of Directors may be interested persons. For purposes of this section, "interested persons" means either:
 - 1. any person currently being compensated by the corporation for services rendered it within the previous twelve (12) months, whether as full or part-time officer or other employee, independent contractor, or otherwise, excluding any reasonable compensation paid to officers or members of the Board of Directors; or
 - 2. any brother, sister, ancestor, descendant, spouse, brother-in-law, sister-in-law, son-in-law, mother-in-law, or father-in-law of such person.

SECTION 16. COMPENSATION. SIAWSC members shall serve without compensation except that, contingent on availability of SIAFG funds, they may be allowed and paid their actual and necessary expenses as approved by SIAWSC, incurred in their capacity as a member of SIAWSC. In addition, they may be allowed reasonable advancement or reimbursement for expenses incurred in the performance of their regular duties as specified in SECTION 12 of this ARTICLE.

ARTICLE VI. BOARD OF DIRECTORS

SECTION 1. GENERAL POWERS. The affairs of the corporation shall be managed by the direction of its Board of Directors. Without limiting the generality of the preceding sentence, the Board of Directors shall have the following powers, including but not limited

- A. to maintain the policies of SIAFG.
- B. to authorize expenditures.
- C. to perform any and all duties on them collectively or individually by law, by the Articles of Incorporation of SIAFG, or these By-Laws.
- D. to appoint and remove, employ and discharge, and except as otherwise provided in these By-Laws, prescribe the duties and fix the compensation, if any, of all officers, agents and employees of the corporation.
- E. to supervise all officers, agents and employees of the corporation to assure that their duties are performed properly.
- F. to meet at such times and places as required by these By-Laws.

By a majority vote of its voting members, SIAFG may at any time revoke or modify any or all of the authority as delegated.

Powers not granted to the Board of Directors are:

- A. the approval of any action which, under law or provision of these By-Laws, requires the approval of the members or a majority of all members.
- B. the fixing of compensation of the Board.
- C. the amendment or repeal of By-Laws or the adoption of new By-Laws.
- D. the amendment or repeal of any resolution of SIAFG which by its express terms is not amendable or repeal able.
- E. the appointment of committees or the SIAFG or the members thereof.
- F. the approval of any transaction to which this corporation is a party and in which one or more of the Board of Directors has a material financial interest, except as expressly provided herein or in the Illinois Not For Profit Corporation Act of 1986, as amended from time to time.

SECTION 2. NUMBER, TENURE, AND QUALIFICATIONS. The Board of Directors shall be elected by the membership at its first meeting and shall be three (3) in number, one of whom must be the current Delegate. Each Director shall hold office until the next meeting for the election of Directors following his or her election and until his or her successor shall have been elected for staggered terms of one (1) year, two (2) years and three (3) years, respectively.* By a majority vote of its voting members, SIAFG may at any time increase or decrease but not below three (3) the number of Directors, and fill vacancies therein from the current or past members of the SIAWSC, who must be active Southern Illinois Al-Anon members. No decrease shall have the effect of shortening the term of an incumbent Director. *Thereafter, each Director shall hold a three (3) year term.

SECTION 3. CONDUCT OF MEETINGS. Meetings of the Board of Directors shall be presided over by a chairman chosen by the members of the board. A secretary shall also be chosen from among the Directors who shall keep regular meeting minutes of its proceedings, cause them to be filed with the corporate records and report the same to SIAFG from time to time as SIAFG may require. Meetings of the Board of Directors shall be in an orderly manner according to such rules as the board may adopt from time to time. Adherence to strict parliamentary procedure is not required.

SECTION 4. REGULAR MEETINGS. A regular annual meeting of the Board of Directors shall be held without other notice than these By-Laws, immediately after, and at the same place as, the annual meeting of members. The Board of Directors may provide by resolution, the time and place for the holding of additional regular meetings of the board within the geographical area designated by SIAFG as needed to manage the business and affairs of SIAFG. Any meeting may be held by conference telephone or similar communications device, as long as all the Directors participating in such meeting can understand each other.

SECTION 5. SPECIAL MEETING. Special meetings of the Board of Directors may be called by or at the request of the Chairman of the Board or any two Directors. The person or persons authorized to call special meetings or the board may fix any place as for holding any special meeting or the board called by them.

SECTION 6. NOTICE. Notice of any special meeting of the Board of Directors shall be given at least five days previous thereto by written notice to each Director at his or her address as shown by the records of the corporation except that no special meeting of Directors may remove a Director unless written notice of the proposed removal is delivered to all Directors at least twenty (20) days prior to such meeting. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail in a sealed envelope so addressed, with postage thereon prepaid. If notice be given by telegram, such notice shall be deemed to be delivered when the telegram is delivered to the telegram company. Notice of any special meeting of the Board of Directors may be waived in writing signed by the person or persons entitled to the notice either before or after the time of the meeting. The attendance of a Director at any meeting shall constitute a waiver of notice of such meeting, except where a Director attends a meeting for the express purpose of objecting to the transaction of any

business because the meeting is not lawfully called or convened. Neither the business to be transacted at, nor the purpose of, any regular or special meeting of the board need be specific in the notice or waiver of notice of such meeting, unless specifically required by law or by these By-Laws.

SECTION 7. QUORUM. A majority of the Board of Directors shall constitute a quorum for the transaction of business at any meeting of the Board of Directors, provided that if less than a majority of the Directors are present at said meeting, a majority of the Directors present shall adjourn the meeting to another time without further notice.

SECTION 8. MANNER OF ACTING. The act of a majority of the Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors, unless the act of a greater number is required by statute, these By-Laws or the Articles of Incorporation. No Director may act by proxy on any matter.

SECTION 9. VACANCIES. Any vacancy occurring in the Board of Directors or any directorship to be filled by reason of an increase in the number of Directors shall be filled by the Directors until a special or annual meeting of the membership to elect a Director or Directors to fill such vacancies. The Board of Directors may declare vacant the position of a Director who has been declared of unsound mind by a final order or court, or convicted of a felony, or have been found by a final order or judgment of any court to have breached any duty of the General Not For Profit Corporation Act of 1986 of the State of Illinois, as amended from time to time. A Director elected or appointed, as the case may be, to fill a vacancy shall be elected for the unexpired term of his/her predecessor's office.

SECTION 10. RESIGNATION AND REMOVAL OF DIRECTORS. A Director may resign at any time by giving written notice to the SIAFG Chairperson. Any such resignation shall take effect at the date specified therein, and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective. If any Director does not attend two (2) meetings of the board in succession, the SIAFG may replace him/her.

SECTION 11. INFORMAL ACTION BY DIRECTORS. The authority of the Board of Directors may be exercised without a meeting if a consent in writing, setting forth the action taken, is signed by all of the Directors entitled to vote.

SECTION 12. COMPENSATION. Members of the Board of Directors shall serve without compensation except that, contingent on availability of SIAFG funds, they may be allowed and paid their actual and necessary expenses incurred in their capacity as a board member. In addition, they may be allowed reasonable advancement or reimbursement for expenses incurred in the performance of their regular duties as specified in SECTION 1 of this ARTICLE.

ARTICLE VII. COMMITTEES

SECTION 1. CREATION. The SIAFG Chairperson may, from time to time, create committees or appoint coordinators who shall have specific limited authority to deal with a particular function, event or issue.

SECTION 2. TERM OF OFFICE. Each member of a committee shall continue as such until the next annual meeting of members of the corporation and until his or her successor is appointed, unless the committee shall be sooner terminated, or unless such member be removed from such committee by the SIAFG Chairperson, or unless such member shall cease to qualify as a member thereof.

SECTION 3. CHAIRPERSON. The SIAFG Chairperson may appoint one of the committee to be chairperson or direct the committee members to select their chairperson.

SECTION 4. VACANCIES. Vacancies in the membership of any committee may be filled by appointments made in the same manner as provided in the case of the original appointments.

SECTION 5. REMOVAL FROM OFFICE. If a committee chairperson does not participate in three (3) SIAFG meetings, including SIAWSC meetings, in succession, the SIAFG Chairperson may replace that chairperson. Committee chairpersons may be recalled and replaced if they fail to perform their responsibilities.

SECTION 6. QUORUM. Unless otherwise provided in the resolution of the SIAFG Chairperson designating a committee, a majority of the whole committee shall constitute a quorum and the act of a majority of the members present at a meeting at which a quorum is present shall be the act of the committee.

SECTION 7. RULES. Each committee may adopt rules for its own government not inconsistent with these By-Laws or with rules adopted by the SIAWSC or Board of Directors or with the Twelve Steps, Traditions, and Concepts of Service. (See Appendix A)

SECTION 8. INFORMAL ACTION. The authority of a committee may be exercised without a meeting if a consent in writing, setting forth the action taken, is signed by all of the members entitled to vote.

SECTION 9. EXISTING COMMITTEES.

A. Illinois State AFG Convention Planning Committee

1. shall consist of a chairperson, secretary, treasurer and various committee chairpersons as deemed necessary, all selected by the Al-Anon/Alateen members of the city or District which has been approved by SIAFG as the hosts for this convention for any given year.

2. shall plan and execute periodic conventions known as Illinois State AFG Convention.
3. shall provide SIAFG Treasurer with a full financial report as required by SIAFG Treasurer.

ARTICLE VIII. CONTRACTS, CHECKS, DEPOSITS AND FUNDS

SECTION 1. CONTRACTS. The Board of Directors may authorize any officer or officers, or agents of the corporation, in addition to the officers so authorized by these By-Laws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the corporation and such authority may be general or confined to specific instances. Unless so authorized, no officer, agent or employee shall have any power or authority to bind SIAFG by any contract or engagement or to pledge its credit or to render it liable monetarily for any purposes or in any amount.

SECTION 2. CHECKS, DRAFTS, ETC. All checks, drafts or other orders for payment of money, notes or other evidences of indebtedness issued in the name of the corporation shall be signed by the SIAFG Treasurer and one other officer, or in his inability to discharge the duties of Treasurer, any two of the remaining officers may sign.

SECTION 3. DEPOSITS. All funds of the corporation shall be deposited from time to time to the credit of the corporation in such banks, trust companies or other depositories as the SIAWSC or Board of Directors may elect.

SECTION 4. GIFTS. Officers may accept on behalf of SIAFG any contribution, gift, bequest or device for the charitable or public purposes of SIAFG. Contributions are accepted only from Al-Anon Family Groups and Alateen Groups, from recognized Al-Anon and Alateen activities and from individual Al-Anon and Alateen members. The maximum contribution accepted from any individual Al-Anon or Alateen member shall be in accordance with the recommendation of AFG. Inc.

ARTICLE IX. BOOKS AND RECORDS

The corporation shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of its members. Board of Directors and committees having any of the authority of the Board of Directors, shall keep at the registered or principal office a record giving the names and addresses of the members entitled to vote. All books and records of the corporation may be inspected by any member, or his or her agent or attorney for the proper purpose at any reasonable time.

ARTICLE X. INDEMNIFICATION

The corporation shall indemnify its officers, directors, employees and agents to the extent permitted by law.

ARTICLE XI. FISCAL YEAR

The fiscal year of the corporation shall begin on the first day of January and end on the last day of December of each year.

ARTICLE XII. SEAL

The corporate seal shall have inscribed thereon the name of the corporation and the words, "Corporate Seal, Illinois". The seal may be used by causing it or a facsimile thereof to be impressed or affixed or in any other manner reproduced, provided that the affixing of the corporate seal to an instrument shall not give the instrument additional force or effect, or change the construction thereof, and the use of the corporate seal is not mandatory.

ARTICLE XIII. WAIVER OF NOTICE

Whenever any notice is required to be given under the provisions of the General Not For Profit Corporation Act of Illinois or under the provisions of the Articles of Incorporation or the By-Laws of the corporation, a waiver thereof, in writing, signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice. Attendance at any meeting shall constitute waiver of notice thereof unless the person at the meeting objects to the holding of the meeting because proper notice was not given.

ARTICLE XIV. AMENDMENTS

No member, officer, employee or other person connected with SIAFG, or any private individual, shall receive at any time, any of the net earnings of pecuniary profit from the operations of SIAFG, provided, however, that this provision shall not prevent payment to any such person or reasonable compensation for outside services performed to SIAFG in effecting any of its public or charitable purposes, provided that such compensation is otherwise permitted by these By-Laws and is fixed by resolution of the members; and no such person or persons shall be entitled to share in the distribution of and shall not receive, any of SIAFG's assets on dissolution of SIAFG. All members shall be deemed to have expressly consented and agreed that on such dissolution or winding up of the affairs of SIAFG, whether voluntarily or involuntarily, the assets of SIAFG, after all debts have been satisfied, shall be distributed as required by the Articles of Incorporation and not otherwise.

APPENDIX A

THE TWELVE STEPS

1. We admitted we were powerless over alcohol – that our lives had become unmanageable.
2. Came to believe that a Power greater than ourselves could restore us to sanity.
3. Made a decision to turn our will and our lives over to the care of God as we understood Him.
4. Made a searching and fearless moral inventory of ourselves.
5. Admitted to God, to ourselves and to another human being the exact nature of our wrongs.
6. Were entirely ready to have God remove all these defects of character.
7. Humbly asked Him to remove our shortcomings.
8. Made a list of all persons we had harmed and became willing to make amends to them all.
9. Made direct amends to such people wherever possible, except when to do so would injure them or others.
10. Continued to take personal inventory and when we were wrong promptly admitted it.
11. Sought through prayer and meditation to improve our conscious contact with God as we understood Him, praying only for knowledge of His will for us and the power to carry that out.
12. Having had a spiritual awakening as a result of these Steps, we tried to carry this message to others, and to practice these principles in all our affairs.

THE TWELVE TRADITIONS

1. Our common welfare should come first; personal progress for the greatest number depends upon unity.
2. For our group purpose there is but one 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 relatives of alcoholics, when gathered together for mutual aid, may call themselves an Al-Anon Family Group, provided that, as a group, they have no other affiliation. The only requirement for membership is that there be a problem of alcoholism in a relative or friend.
4. Each group should be autonomous, except in matters affecting another group or Al-Anon or AA as a whole.
5. Each Al-Anon Family Group has but one purpose: to help families of alcoholics. We do this by practicing the Twelve Steps of AA ourselves, by encouraging and understanding our alcoholic relatives, and by welcoming and giving comfort to families of alcoholics.
6. Our Al-Anon Family Groups ought never endorse, finance or lend our name to any outside enterprise, lest problems of money, property and prestige divert us from our primary

spiritual aim. Although a separate entity, we should always cooperate with Alcoholics Anonymous.

7. Every group should be fully self-supporting, declining outside contributions.
8. Al-Anon Twelfth Step work should remain forever nonprofessional, but our service centers may employ special workers.
9. Our groups, as such, ought never be organized; but we may create service boards or committees directly responsible to those they serve.
10. The Al-Anon Family Groups have no opinion on outside issues; hence our 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, TV and films. We need guard with special care the anonymity of all AA members.
12. Anonymity is the spiritual foundation of all our Traditions, ever reminding us to place principles above personalities.

THE TWELVE CONCEPTS OF SERVICE

1. The ultimate responsibility and authority for Al-Anon World Service belongs to the Al-Anon groups.
2. The Al-Anon Family Groups have delegated complete administrative and operational authority to their Conference and its service arms.
3. The right of decision makes effective leadership possible.
4. Participation is the key to harmony.
5. The rights of appeal and petition protect minorities and assure that they be heard.
6. The Conference acknowledges the primary administrative responsibility of the Trustees.
7. The Trustees have legal rights while the rights of the Conference are traditional.
8. The Board of Trustees delegates full authority for routine management of the Al-Anon Headquarters to its executive committees.
9. Good personal leadership at all service levels is a necessity. In the field of World Service the Board of Trustees assumes the primary leadership.
10. Service responsibility is balanced by carefully defined service authority and double-headed management is avoided.
11. The World Service Office is composed of Standing Committees, executives, and staff members.
12. The spiritual foundation for Al-Anon's World Services is contained in the General Warranties of the Conference, Article 12 of the Charter.

In order that the Conference shall never become the seat of perilous wealth or power, the General Warranties of the Conference read: "In all its proceedings the World Service conference of Al-Anon shall observe the spirit of the Traditions":

that only sufficient operating funds, including an ample reserve, be its prudent financial principle.

that no conference member shall be placed in unqualified authority over other members,

that all decisions be reached by discussion, vote, and whenever possible, by unanimity.

that no conference action ever be personally punitive or an incitement to public controversy.

that though the conference serves Al-Anon, it shall never perform any act of government, and that, like the fellowship of Al-Anon Family Groups which it serves, it shall always remain democratic in thought and action.

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