



HAGERSTOWN AREA INTERGROUP

P.O. Box 1153, Hagerstown, MD 21741

www.hagerstownaa.org

Answering Service: 301-733-1109

October 2015 Newsletter

HAIG INFORMATION

Monthly Meeting:

4th Sunday each month - 4 pm
6 N. Mulberry St, Hagerstown, MD

TRUSTED SERVANTS

Officers:

Chairperson: Barb C.
chair@hagerstownaa.org

Treasurer: Matt B.
treasurer@hagerstownaa.org

Secretary: Michelle L.
secretary@hagerstownaa.org

Committee Chairs:

Activities: Parker C.
activities@hagerstownaa.org

Answering Service: JoJo B.
answering.service@hagerstownaa.org

District 20 DCM: Mike S.
district20.dcm@hagerstownaa.org

Grapevine: Dee M.
grapevine@hagerstownaa.org

Outreach: Steve W.
outreach@hagerstownaa.org

Newsletter: Jennifer L.
newsletter@hagerstownaa.org

Public Information: Jeanne C.
public.information@hagerstownaa.org

Treatment: Need Volunteer
treatment@hagerstownaa.org

Website: Wayne G.
website@hagerstownaa.org

Where & When: Susan M.
meetings@hagerstownaa.org

Corrections:
corrections@hagerstownaa.org

WCDC Women Denise K.
WCDC Men John B.

MCTC Bob B. and David L.

Submit anniversaries, articles, etc.:

newsletter@hagerstownaa.org

Deadline for submissions is the 4th

Sunday of each month.

Step 10:
Continued to take personal inventory and when we were wrong promptly admitted it.

Tradition 10:
Alcoholics Anonymous has no opinion on outside issues; hence the A.A. name ought never be drawn into public controversy.

Concept X:
Every service responsibility should be matched by an equal service authority, with the scope of such authority well defined.

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A.A. World Services, Inc.

October 17 – Fellowship Hall Group 6:00 pm Speaker Meeting – Judy C. from Millertown, PA is the speaker.

October 17 – Area 29 Area Assembly – DCMs, Alt. DCMs, GSRs, Alt. GSRs, Area Committee Chairs and Co-Chairs, Officers and all members of the fellowship are cordially invited to attend the Area 29, Maryland General Service Area Assembly hosted in Severna Park. Elections will be held.

October 18 – District 20 Meeting – The meeting of GSRs takes place every 3rd Sunday 5:00 pm at 6 N. Mulberry St, Hagerstown, MD. Elections will be held.

October 25 – Hagerstown Area Intergroup – meets the 4th Sunday of each month 4:00 pm 6 N. Mulberry Street, Hagerstown. All Intergroup Reps, Officers, and Committee Chairs should attend meeting. Beginning November, it will start at 3:30 pm.

October 31 – Hagerstown Area Intergroup Workshop on Facing Fears – Facing Our Fears, a workshop on the 12 Steps, with be held at St. John's Episcopal Church, 101 S. Prospect St, Hagerstown from 1 – 4 pm. Snacks and soda will be provided.

October Anniversaries

Date	Celebrant	Yrs	Group	Time
Oct 2	Charlie D.	1	Fellowship Hall	8:30 pm
Oct 3	Maureen B.	11	Hagerstown	8:00 pm
Oct 9	Karie S.	3	Fellowship Hall	6:00 pm
Oct 12	John B.	28	Summit Ave	7:00 pm
Oct 12	Aldo B.	29	Summit Ave	7:00 pm
Oct 13	Ken H.	1	Mountain	7:00 pm
Oct 16	Britt D.	5	Fellowship Hall	6:00 pm
Oct 21	Carol B.	1	Maple Ave	7:30 pm
Oct 22	Randy T.	7	As Bill Sees It	7:00 pm
Oct 24	Kevin K.	18	Hagerstown	8:00 pm
Oct 25	Brittany M.	2	New Paths	6:00 pm
Oct 26	Dee G.	13	ARG	7:30 am
Oct 27	Major Mike	8	Oak Ridge	7:00 pm
Oct 29	Jane K.	23	As Bill Sees It	7:00 pm
Oct 30	Wayne B.	25	Williamsport	8:00 pm
Nov 1	Wayne G.	12	Leitersburg	7:00 pm
Nov 5	Trish R.	2	As Bill Sees It	7:00 pm
Nov 7	Jim T.	33	Chewsville	9:00 am
Nov 7	Erica S.	2	Hagerstown	8:00 pm

HAGERSTOWN AREA MEETING INFORMATION



Summer Campfire Meetings
Rain or shine, **Friday at 8:00 pm**
16841 Shinham Rd, Hagerstown, MD

The 11th Step Seekers Group is a new Tuesday 7-8:15 pm meeting at Trinity Lutheran Church in Boonsboro, starts on Oct 13, and is an Open, Discussion meeting.

ARG Monday through Friday 9:00 am no longer meets. The 7:30 am meeting could use support.

The Hazard Meeting meets on Wednesdays, 5:00 pm, 330 Frederick St., Hagerstown. It is a Big Book, Open meeting.

The Saturday Night Young People's Group that meets on Saturday 10:00 pm is now the **Night O.W.L.S. Group**.

Serenity Group has a new Tuesday noon meeting.

UPCOMING MEETINGS AND EVENTS

October 10 – Mountain Breakfast will be 9:00 am to Noon, Old Germantown Church of God, 16924 Raven Rock Road; Cascade, MD. Fellowship at 9:00, Breakfast at 10:00, Speaker at 11:00 – \$7.00 donation.

Intergroup Meeting Minutes September 27, 2015



Barb C. (Chair) opened the meeting at 4:00 pm with the Serenity Prayer. The officers in attendance were Michelle L. (Secretary), and Matt B. (Treasurer). Eleven Intergroup Reps out of 22 were present. Other people in attendance were Parker C.

(Activities), Nancy B. (By-Laws), Craig T. (Alt DCM), John B. (Men's Corrections), Dee M. (Grapevine), Jennifer L. (Newsletter), Wayne G. (Website), Marty S. (By-Laws), Jeanne C. (Public Information), Steve W. (Outreach) and 3 visitors.

Secretary's Report: August minutes were read and accepted with the following change: Dee M. sold 2 books, not subscriptions at the Mountain Breakfast.

Treasurer's Report: Matt B. read the report.

Beginning Balance:	8/23/15	\$ 1,983.91
Contributions:		
Firehouse	\$ 150.00	
Open Door	\$ 50.00	
Serenity	\$ 20.00	
Grapevine Sales	\$ 11.00	
Total Donations:		\$ 231.00
Total Funds Available:		\$ 2,214.91

Expenditures:		
Antietam Call Center / #1704	\$ 294.92	
Verizon #1705	\$ 88.67	
Newsletter / Jennifer #1702	\$ 67.31	
Fellowship Hall Rent / #1700	\$ 30.00	
Fall Campout Seed \$ / #1703	\$ 100.00	
Total Expenditures:		\$ 580.90
Ending Balance:		\$ 1,634.01
Less Prudent Reserve:		\$ (900.00)
Total Funds Available:	9/27/15	\$ 734.01

COMMITTEE REPORTS

Activities: Parker reported the following: The Camp Out was a great success. 31 people attended the Speaker meeting on Saturday night. \$21 was collected from the 7th Tradition Basket that was passed which covered the S'mores. The \$100 check for seed money for the Camp Out was returned to Intergroup and will be used for the workshop on October 31st. Dry Bridge, St. John's Episcopal Church, 101 S. Prospect St. Hagerstown, has been reserved for the Oct 31 workshop, the November 21 Gratitude Breakfast, and the New Year's Eve Dance. The DJ for the NYE Dance is Cruz Entertainment.

Answering Service: JoJo submitted a spreadsheet with expenses to the Chairperson. She submitted the following report: I looked over what the answering service states to people when they call in for different types of phone calls. My recommendation to handle the situation of people calling and asking for rides, etc. needs to be handled at our level. Therefore, I would like to propose doing another workshop for current and new members on the phone list. I would like to recommend the workshop be done in January so we can run this in the newsletter October, November, and December.

Answering Service Workshop - All Welcome

Current Phone List Members highly encouraged to attend, as well as, anyone interested in joining.

January 2016 (Date to come soon). Topic: How to handle calls. What are my responsibilities being on the phone list? For suggested topics or questions for the workshop, email answering.service@hagerstownaa.org

By-Laws (Ad Hoc): Nancy B. submitted the following report: The HAIG By-Laws Committee has not met since the Proposed Bylaws document was presented to the HAIG body last month. The committee will entertain suggestions and changes to the proposed Bylaws document in Old Business today. If an additional meeting is warranted, we will get back together. Any changes or corrections made as a result of today's meeting will be added to the document and provided to the HAIG Secretary and Newsletter Chair to be published with the October newsletter. Additional suggestions or corrections will be entertained at the October HAIG meeting. It is anticipated that a final vote on the proposed document will be taken in November once all questions are answered and changes made.

Corrections (Men): John's report: We would like to thank the volunteers who carry the message of hope, and welcome Ed D. to our volunteers. Also, thanks to the groups for helping us take literature into the Detention Centers. We can always use Grapevines. If you would like an application, contact John B. or your Intergroup Rep. John will check with the Detention Centers on what literature is needed. Thanks!

Pink Can report:

Beginning Balance 8/23/15	\$ 590.38
Contributions:	
As Bill Sees It	\$ 47.50
Fellowship Hall	\$ 12.00
Summit Ave	\$ 6.00
Total Donations 9/27/15	\$ 655.88

Corrections (Women): Denise K. absent; no report. There are no AA meetings on the women's side August 17th thru January 2016 due to construction.

District 20: Craig T. (Alt. DCM) reported the following: The District has completed their "Inventory" and plans to publish the results in the District Newsletter. The District 20 and Area 29 Treatment Facilities Committee donated 12 Big Books and 12x12. Wells House received 9 of each, and the W house received 3 of each on 9/25/15. District 20 and Area 29 will be hosting an A.A. Movie Matinee, "My Name is Bill W." on November 8. 2016 at St Paul's Evangelical Lutheran Church, 13025 Greensburg Road, Smithsburg MD, starting at 3:00 pm.

District 20 and Area 29 are planning a workshop to be held on a Saturday in February or March 2016 on "Prayer and Meditation." Area 29 Elections will be at the Next Area Assembly on Saturday, October 17, in Severna Park, MD. District 20 Elections will be held on October 18, at Fellowship Hall at 5:00 pm. See District newsletter for more information.

Grapevine: Dee M. reported she will be at the Mountain Breakfast in October and also the upcoming workshop on October 31st at Dry Bridge.

Newsletter: Jennifer L. reported she made an error and only printed 100 copies of the newsletter instead of 200. She will make sure 200 copies are printed next time. Also, she apologizes to the Mountain Group for forgetting to put their picnic in the September Newsletter.

Outreach: Steve W. reported he has been working on updating the Master List for Outreach. Any new IGR please see Steve to update information.

Public Information: Jeanne C. reported she would like to do a mailing to health care professionals and clergy in our district. The propose budget would be approximately \$75. A motion was made, voted on and passed to give her \$75.

Treatment: Parker C. reported that he has made contact with several treatment facilities in the area and has contact information for all. If anyone is interested in becoming the committee chair for the Treatment Committee, please contact Parker C. or Barb C

Website: Wayne G. reported the following: Meetings on the website are up to date. He is working on adding events to the Area calendar. For corrections, please see Wayne G.

Where & When: Susan M. absent; no report.

INTERGROUP REP REPORTS

ARG: Jeff M. reported that the 7:30 am meetings need support.

As Bill Sees It: Dee M. submitted 3 anniversaries and \$61.00 in Pink Can money.

Chewsville: Jennifer L. submitted 1 anniversary.

Fellowship Hall: Kari S. reported that Fellowship is in need of meeting chairpersons (minimum 3 months sober). She submitted 3 anniversaries and \$7.50 of Pink Can money.

Hagerstown: Roger B. submitted 2 anniversaries and \$20.00 in Pink Can money.

Leitersburg: Wayne G. submitted 1 anniversary.

Maple Avenue: Steve W. submitted 1 anniversary and \$100.00 to HAIG.

New Paths: Luran C. submitted 1 anniversary.

Serenity: Erica G. submitted 1 anniversary.

Summit Ave: Nate P. submitted 2 anniversaries.

Williamsport: Laura K. submitted 1 anniversary.

OLD BUSINESS: Discussion about the new By-Laws.

NEW BUSINESS:

1. A motion was made, voted on and passed to start the Intergroup meeting at 3:30 pm starting in November.
2. A motion was made, voted on and passed to skip reading the minutes at the beginning of Intergroup but still ask for corrections.
3. Parker C. announced there will be a MD State Convention Committee meeting on October 12th, at 7:30 pm.

Meeting closed at 5:30 pm with the Lord's Prayer. Next Meeting: Sunday, October 25 at 4:00 pm.

Send Group 7th Tradition Contributions to:	
Hagerstown Intergroup P.O. Box 1153 Hagerstown, MD 21741	Maryland General Service P.O. Box 13457 Baltimore, MD 21203
General Service Office P.O. Box 459 Grand Central Station New York, NY 10163	District 20 Committee c/o Jan T. P.O. Box 435 Funkstown, MD 21734

**HAIG AD HOC BY-LAWS COMMITTEE
REVISED PROPOSED BYLAWS DOCUMENT
September 27, 2015**

Several MINOR revisions were made to the Proposed Bylaws document at the Intergroup meeting on Sunday, September 27. Most changes are typographical errors, one is an incorrect reference to an Article and one is a correction to existing Bylaws Article V., Section 5. All revisions are listed below:

Page 1 - numbering of Sections corrected to 1,2,3,4 instead of 1,2,3,3.

Page 3 - Article V, Section 5 - last sentence should read: "The slate of officers shall be posted in the May and June Newsletters."

Page 3 - Article VI, Section 1, (6), the last line should read "as defined in Article VIII of these bylaws," [the reference to Article VII was incorrect.]

Page 4 - Article VII - line four was corrected from: "...or failure to meet the position's obligations." to: "or failure to meet the obligations of the position."

Page 4 - Article VIII - line four was corrected from: "is responsible for providing a status report of the committee's actions..." to: "is responsible for providing a status report of committee actions..."

Page 6 - Section 11 - There are two (4)s. Change the second (4) to (5) and re-word that line from: "distribute a small supply of Where and When's to each group." to: (5) distribute a small supply of the Where and When to each group."

Page 7 - "IX - MATTERS OF FINANCE" should be changed to "ARTICLE IX - MATTERS OF FINANCE" and bolded.

Also, please accept our VERY sincere apology, and thanks to Craig T. for bringing it to our attention that the Bylaws Committee used the Bylaws document dated May 27, 2012 as its' starting point for review last year. We were not aware that there was a revised Bylaws document dated June 2013, and this was not mentioned during the entire year of the review.

The good news is that there is only one difference (that we could find) between the May 2012 Bylaws we worked from and the June 2013 Bylaws. In the June 2013 document in Article V - MEETINGS, Section 3 it states: *"Meetings are open to all interested A.A. Members, however only Intergroup Representatives may present a motion for a vote. Voting on any issue shall be on a one vote per group basis by the Intergroup Representatives."* The May 2012 document read *"Meetings are open to all interested A.A. Members; however voting on any issue shall be on a one vote per group basis by the Intergroup representatives."*

Our change to this paragraph in the Proposed Bylaws document is in Article II - MEMBERSHIP AND VOTING, Section 5 which reads: *"Any member of the Intergroup, and any interested A.A. member may participate and bring motions to the floor for discussion; however voting on any issue shall be on a one vote per group basis cast by identified IGRs (see Section 2) or their Alternate if the IGR is absent. IGRs can represent only one group and have one vote."*

We unknowingly included this policy change in the Proposed Bylaws and ask the IGRs to be sure to mention it in their group reports. You will still have all of October and until the November Intergroup meeting to review and make additional changes to this document. If the Intergroup Reps want to vote on the policy change before a vote is taken for or against the Bylaws document in November, we can do that in October. If any group would like a visit from a member of the Bylaws Committee to ask questions or have revisions explained, please do not hesitate to ask.

Yours in service,

Nancy B.
ad hoc Bylaws Committee Chair

BYLAWS OF HAGERSTOWN AREA INTERGROUP

ARTICLE I -NAME AND SCOPE

Section 1. The name of this organization shall be the Hagerstown Area Intergroup (HAIG).

Section 2. The address of Hagerstown Area Intergroup shall be:
P.O. Box 1153, Hagerstown, Maryland 21741.

Section 3. Its primary objective shall be the implementation of the Responsibility Statement by providing services and communications to individuals and groups in Hagerstown and Washington County, Maryland who seek to arrest the disease of alcoholism through the 12 Steps of Alcoholics Anonymous.

Section 4. In carrying out this objective, the A.A.® Guidelines for Central or Intergroup Offices from the General Service Office, the Twelve Traditions, and the Twelve Concepts for World Service will be followed.

ARTICLE II – MEMBERSHIP AND VOTING

Section 1. Only A.A. Groups as defined by the General Service Office and the long form of Tradition 3 can be members of the Intergroup. The long form of Tradition 3 states in part that: “Any two or three alcoholics gathered together for sobriety may call themselves an A.A. group, provided that, as a group, they have no other affiliation.”

Section 2. Membership in the Hagerstown Area Intergroup is available to any A.A. group within Washington County or listed in District 20 of Area 29. The procedure for group membership is for groups to advise the HAIG chairperson of their decision to join by identifying their Intergroup Representative (IGR).

Section 3. Each group will elect an Intergroup Representative to serve for a period of one (1) year. Intergroup Representatives and their alternates should have at least 1 year of sobriety and commit to attend the monthly Intergroup meetings.

Section 4. The Intergroup is comprised of the IGRs named by the member groups and all other persons who have been duly elected as officers, or appointed as standing committee chairpersons, ad hoc committee chairpersons, or advisors.

Section 5. Any member of the Intergroup, and any interested A.A. member may participate and bring motions to the floor for discussion; however voting on any issue shall be on a one vote per group basis cast by identified IGRs (see Section 2) or their Alternate if the IGR is absent. IGRs can represent only one group and have one vote.

ARTICLE III – INTERGROUP MEETINGS

Section 1. The regular meeting of the Intergroup shall be held on a monthly basis at a time and place to be selected by the officers. The notice of the date, time and location of the monthly meeting will be published in the prior month newsletter. The Intergroup

Chairperson will conduct meetings under an abbreviated form of Roberts Rules of Order, a copy of which will be available at each meeting.

Section 2. Intergroup representatives or their designated alternate, present at any duly called meeting, shall constitute a quorum.

Section 3. The suggested order of business at meetings shall be as follows:

- A. Approval of the minutes of previous meeting.
- B. Approval of Treasurer's Report
- C. Report of Standing and Ad Hoc Committee Chairpersons
- D. Report of Intergroup Representatives
- E. Old Business
- F. New Business
- G. Adjournment

ARTICLE IV – SERVICE TO GROUPS

Section 1. General service to all member groups shall be to promote Recovery, Unity and Service among groups within our service area by:

- A. Publishing a monthly newsletter to all member groups.
- B. Maintaining a directory of meeting locations, days and times.
- C. Maintaining a telephone answering service for those reaching out for A.A.
- D. Coordinating activities that enhance recovery and are of interest to individuals and groups. In the past those activities have included: an annual Round Robin Dinner, annual Gratitude Breakfast, Workshops or other activities as approved by the Intergroup.
- E. Providing information on the disease of alcoholism, the Fellowship of Alcoholics Anonymous and our principles and traditions to the general public, medical professionals, schools, and others.
- F. Establishing through active committees, a means whereby the hand of A.A. is made available to those in prisons, hospitals, and treatment facilities.

ARTICLE V – OFFICERS AND ELECTIONS

Section 1. The officers shall be a Chairperson, Secretary and Treasurer, forming the Executive Committee.

Section 2. The Secretary or Treasurer shall serve in the absence of the Chairperson and perform other duties as assigned by the Chairperson.

Section 3. The officers shall be elected annually in June from among A.A. members sober at least one year by vote of Intergroup Representatives.

Section 4. Elected officers may serve a maximum of two (2) consecutive one-year terms.

Section 5. An Ad Hoc nominating committee shall be appointed by the Intergroup Chairperson in March, three months prior to the annual June meeting. The nominating committee shall present a slate of officers at the April meeting, at which time additional nominations will be accepted. The slate of officers shall be posted in the May and June Newsletters.

Section 6. A nominee's name in the newsletter shall be proof of said individual's acceptance of the nomination. Nominees must be present at the June meeting during voting. This requirement can be waived by a vote of the Intergroup Representatives if a nominee with a compelling reason contacts the Intergroup Chairperson prior to the meeting.

Section 7. At the June meeting the election will be held by a vote of Intergroup Representatives. The person receiving a majority of the votes shall be declared the winner of each elected office. In the event of an election tie there shall be three additional votes, and if still tied, names will be placed in a hat and the name drawn shall be declared the winner of that elected office.

Section 8. The Intergroup Chairperson, with the approval of the Executive Committee, will appoint officers to fill vacancies which may occur, and the appointees will hold office until the next annual election.

ARTICLE VI – DUTIES OF THE OFFICERS

The Duties of the Officers shall include but not be limited to the following:

Section 1. The Chairperson shall (1) provide overall leadership, (2) preside at Intergroup meetings, (3) maintain order during the monthly meetings in accordance with Robert's Rules of Order, (4) be responsible for setting the agenda of action items for each Intergroup meeting, (5) appoint chairpersons of the Standing Committees with approval by a majority of the Executive Committee, (6) be responsible, with the approval of the Executive Committee, for removing any Standing Committee Chairperson who is not fulfilling his or her responsibilities as defined in Article VIII of these bylaws, (7) create Ad Hoc committees as deemed necessary, and appoint chairpersons to preside over them, (8) attend all other HAIG committee meetings as needed or requested,

(9) serve as a member on the Finance Committee, (10) have check-signing authority with the Treasurer, and 11) develop ways to make Intergroup meetings more informative and useful.

Section 2. The **Secretary** shall (1) maintain the care, custody, and control of all HAIG records other than financial, (2) prepare and report the minutes of each Intergroup meeting, (3) provide a copy of the Intergroup minutes to the Newsletter Chairperson, (4) send a reminder notice of the upcoming Intergroup meeting, with agenda attached, to Intergroup representatives no later than 48 hours prior to the next meeting, (5) prepare general correspondence as needed, (6) update, maintain and distribute the current list of Intergroup representatives at the Intergroup meeting, (7) provide updates to the Outreach Committee to support their work, and (8) preside at Intergroup meetings in the absence of the Chairperson, as requested.

Section 3. The **Treasurer** shall (1) receive and disburse the funds of the Intergroup, (2) maintain the Intergroup financial records, (3) pick up the mail from the Post office and properly distribute any mail not related to finances, (4) prepare monthly Treasurer's report for distribution at Intergroup meetings, (5) report the receipts, expenditures, and account balances at the Intergroup meetings, (6) work with the Finance Committee to prepare the annual operating budget, (7) have check-signing authority with the Intergroup Chairperson and (8) preside at Intergroup meetings in the absence of the Chairperson, as requested.

ARTICLE VII – REMOVAL OF INTERGROUP OFFICER

Any individual holding an elected position may be removed for cause, by the affirmative vote of two-thirds of the Intergroup Representative members present at the meeting in which said removal is considered. Grounds for removal shall include but not be limited to: conduct detrimental to the interests of the Intergroup, loss of sobriety, unethical conduct, or failure to meet the obligations of the position. The issue shall be presented to the Executive Committee, which shall discuss it and present it to the individual in question. Based on its findings, the Executive Committee may make a recommendation to the Intergroup regarding a vote for removal.

ARTICLE VIII – DESCRIPTIONS AND DUTIES OF STANDING COMMITTEES

Each Standing Committee is responsible for carrying out its duties as set forth in this Article. A Standing Committee shall not function or conduct committee meetings without a Chairperson. If the Chairperson cannot be present for committee meetings, no meetings shall occur unless a co-chairperson has been appointed. The Committee Chairperson is responsible for providing a status report of committee actions at monthly Intergroup meetings. A Standing Committee Chairperson who is not fulfilling his/her responsibilities is subject to review and action as determined by the Executive Committee. Standing Committee Chairpersons shall be responsible for obtaining members for their committees.

Specific responsibilities of each committee shall include the following:

Section 1. Activities Committee shall (1) organize, promote, and conduct all events sponsored by the Intergroup (2) develop a budget for each event to submit to Intergroup for approval, (3) make any and all arrangements for such events, such as securing an appropriate location, printing and distributing tickets. etc., (4) provide adequate volunteer coverage for events, (5) provide the Intergroup with periodic reports relative to the expenses and proceeds realized or associated with any such events, (6) submit to the Intergroup a final financial report within 30 days following each event, and (7) continue to identify and develop events to attract and engage members in the Fellowship.

Section 2. Answering Service Committee shall (1) work with the professional answering service, keeping it supplied with information needed to handle calls and assist with any problems encountered, (2) obtain names of volunteer A.A. members to provide to the Answering Service, (3) train volunteers to handle calls forwarded by the answering service, (4) provide summary information of calls received by the answering service at the monthly Intergroup meeting.

Section 3. Corrections Committee shall (1) communicate with facilities in Washington County to determine their requirements for individuals taking the A.A. message into those facilities, (2) secure volunteers and provide paperwork to them to complete and submit to the facilities for approval, (3) maintain a list of volunteers who are approved to deliver A.A.'s message to incarcerated alcoholics in Washington County, (4) encourage and attend A.A. meetings at institutions, (5) collect and maintain an accounting of monies received from group Pink Cans and (6) coordinate the ordering of A.A. literature paid for from Pink Can funds.

Section 4. Finance Committee consists of the HAIG Chairperson, the HAIG Treasurer, a chairperson appointed by the HAIG Chairperson and two individuals from the A.A. membership at large appointed by the Finance Chair. The committee (1) prepares the Intergroup annual operating budget with input from the Treasurer and Standing Committee Chairpersons, for review at an Executive Committee meeting in November, (2) forwards said budget to the Intergroup for approval at its December meeting; (3) reviews financial statements at least quarterly, and (4) prepares recommended finance related policies and procedures.

Section 5. Grapevine Committee will be HAIG's point of contact with A.A. Grapevine, Inc. The Grapevine Representative (GvR) shall (1) maintain a sample stock of A.A. Grapevine, Inc. material for display and resale to individuals, local groups, and at A.A. events and/or meetings as requested, (2) encourage the purchase of subscriptions to the A.A. Grapevine, (3) encourage reading of the A.A. Grapevine magazine and other A.A. Grapevine literature, (4) encourage interest in, and provide instructions for, submitting personal articles to the A.A. Grapevine magazine for publication.

Section 6. Newsletter Committee shall: (1) obtain minutes of monthly Intergroup meeting from HAIG Secretary and format them for inclusion in the newsletter, (2) obtain additional

newsletter content from A.A. members and other approved sources, (3) obtain content approval from Intergroup Chairperson, (4) proofread and make final changes prior to publication, (5) arrange for printing and distribution of newsletter to Washington County meetings, and (6) forward newsletter for posting on HAIG website.

Section 7. Public Information/Cooperation with the Professional Community (PI/CPC)

Committee shall: (1) distribute audience appropriate literature to public facilities, (2) distribute GSO-produced public service announcements to local television and radio stations, (3) keep newspaper listings current, (4) staff A.A. booths at health fairs and other appropriate community events, and at any other activities that serve to inform the public of the services that A.A. can provide to the still suffering alcoholic, (5) coordinate efforts to work with those professionals and professional communities who have occasion to deal in their professional capacity with alcoholics, e.g. clergy, lawyers, corrections officers, physicians, nurses, and counselors, etc., (6) supply information, literature, speakers, and displays as arranged with such professionals or professional groups, and (7) cooperate and participate with Area 29-Maryland General Service, Inc. and the General Service Office in New York.

Section 8. Outreach Committee function is to maintain a communication link between the Intergroup and member A.A. groups. It shall (1) maintain contact with all groups in the HAIG service area in order to inform them of Intergroup functions, encourage participation in Intergroup activities, and promote general cooperation between the Intergroup and individual groups, and (2) visit new groups and groups which are not represented at Intergroup to provide them with information about Intergroup resources that can support their efforts to carry the message to alcoholics.

Section 9. Treatment Committee is formed to coordinate the work of individual A.A. members and groups who are interested in carrying our message of recovery to alcoholics in treatment and outpatient settings, and to set up means of “bridging the gap” from the facility to an A.A. group in the individual’s community.

Section 10. Website Committee is responsible for all of the information available on the Hagerstown Area Intergroup (HAIG) website, and for making sure that the content is not in conflict with the 12 Traditions or 12 Concepts of Alcoholics Anonymous. This includes the content as it appears on the World Wide Web and/or any additional information stored with a hosting provider. In addition, the Website Committee will (1) negotiate contracts pertaining to services provided to HAIG in support of the webpage (e.g. domain registration), (2) provide monthly status reports detailing website activity, (3) assist with issues where technology is a viable solution, and (4) make recommendations to help keep HAIG current with emerging technologies.

Section 11. Where and When Committee shall oversee the periodic updating, publishing and distribution of the Where and When Directory of A.A. meetings, to include the following: (1) design the Where and When document, (2) gather updated information about local A.A. meetings, (3) secure Intergroup approval to publish changes, (4) provide information about meeting changes to the Website Chairperson, (5) distribute a small supply of the Where and When to each group.

ARTICLE IX –MATTERS OF FINANCE

Section 1. There shall be no dues or fees for Intergroup membership or participation but in keeping with our 7th Tradition of being self-supporting; each group will be encouraged to contribute to the financial obligations incurred by the Intergroup.

Section 2. The Intergroup shall be supported by voluntary contributions from member A.A. groups or special contributions from individual A.A. members.

Section 3. No contributions, money, or otherwise, shall be accepted from any non-A.A. member or any non-A.A. related group, in keeping with the Traditions of Alcoholics Anonymous.

Section 4. The Intergroup will limit individual contributions to the amount approved by the General Service Conference at the time of the contribution. This amount also applies to any lump sum bequests in the wills of deceased members of the fellowship.

Section 5. The HAIG treasury shall be comprised of the General Operating Fund and the Prudent Reserve Fund.

A. The General Operating Fund shall be established in a checking account at an insured Financial Institution.

1. There will be two authorized signatures on the checking account; the Treasurer and the Intergroup Chairperson.

2. The Treasurer shall draw from the General Fund for the purpose of paying the expenses of HAIG including but not limited to:

- a. Post Office Box
- b. Monthly phone expense
- c. Monthly Answering Service expense
- d. Website expenses
- e. Newsletter and Where & When printing
- f. Other expenses as approved by the Intergroup Representatives

B. The Prudent Reserve Fund shall be established in an amount equal to three (3) months of annual HAIG activity. Although held in the General Fund checking account, the Prudent Reserve will be reported separately in the Treasurer's Report.

ARTICLE X – AMENDMENTS

Section 1. These By-laws may be amended at any regular Intergroup meeting provided notice of intent to amend and content of proposed amendment is published in the HAIG newsletter at least two months prior to the meeting when the amendments are to be voted upon. Changes proposed must be approved by a 2/3 majority vote of the Intergroup representatives in attendance.