

OHIO NICOTINE ANONYMOUS INTERGROUP

What is Ohio Nicotine Anonymous Intergroup?

The main purpose of Intergroup is to provide information to the public about Nicotine Anonymous. The Ohio NicA Intergroup consists of representatives from individual Nicotine Anonymous groups from the State of Ohio. Intergroup representatives are volunteers who meet regularly to exchange ideas, news, and organize Intergroup events. Intergroup representatives also assist and support new meetings. ONicAI Intergroup assists in organizing speaker exchanges between groups to enhance fellowship and to widen the circle of shared experience, strength, and hope, and to offer support to those who are trying to gain freedom from nicotine.

The ONicAI Intergroup has constructed a website (www.ohio-nica.org) to carry the message of Nicotine Anonymous. The website provides information and education on nicotine addiction, posts meeting times and places and offers a link to World Services of Nicotine Anonymous.

With donations from individual NicA Members and Ohio NicA Meetings, Intergroup can organize special events, support outreach projects and to host the Ohio Intergroup website.

World Services Conferences are held yearly and are hosted by regional Intergroups from around the world. At this event, NicA regional and world business is discussed. Publication and organizational changes are made at this conference. NicA members meet for fellowship and continued support. The ONicAI Intergroup hosted the 2009 World Conference in Akron, Ohio and may be asked to host future conferences.

Ohio NicA Intergroup Representatives, Officers, and Alternates

A. Ohio Intergroup Representatives are the collective voice of the Ohio NicA meetings in Intergroup matters. Every NicA meeting is encouraged to have an Intergroup Representative, chosen in whatever way the meeting expresses its group conscience. The Intergroup Representative should attend all Intergroup meetings, participate in discussions, carry information between the group and Intergroup, and give the meeting's contribution to the Intergroup Treasurer. Refer to Ohio Nicotine Anonymous Intergroup Bylaws.

B. Intergroup officers are responsible to Ohio Intergroup and the groups in the State of Ohio for those services Intergroup provides. Officers should attend all regular Intergroup meetings, be prepared to report on his or her area of responsibility, and be available to answer questions. In addition, each officer ought to maintain a notebook or file with the information necessary to perform the duties of the office. Officers should have a willingness to commit to the obligations of their positions. In the event of a break in recovery, an officer should tender a resignation to the Intergroup Chairperson, notify his or her Alternate (if any), and turn over all Intergroup materials to the Alternate or the Intergroup Chairperson. Officers are nominated and elected at Intergroup meetings and their terms begin at the Intergroup meeting the month following election (or March to March). Intergroup officers are as follows:

- 1. Intergroup Chairperson:** duties include presiding over Intergroup meetings, arranging Intergroup meeting locations, delivering reports at Intergroup meetings for officers who are unable to attend or have their alternates attend. The Chairperson shall also temporarily take over the responsibilities of any officer unable to meet his or her responsibilities and for whom there is no alternate. The Chairperson will also write into this charter any amendments Intergroup makes to it and provides copies to all who wish them. The Chairperson does not vote in any Intergroup matters unless there is a tie and then The Chairperson is the tie breaking vote.

- 2. Secretary:** duties include taking accurate notes at each Intergroup meeting, including atten-

dance, treasurer's report, old and new business, the results of votes and actions decided upon, and announcements from member groups. Clear copies, e-mail or a PDF of the minutes of each meeting should be made available within two weeks to all Ohio NicA groups. The minutes should be sent to the communications servant (who will snail mail or e-mail to Ohio NicA meeting representatives) and the website servant (who will put a PDF on the Ohio NicA website for anyone to download). The Secretary is also responsible for maintaining a complete file of old minutes.

- 3. Treasurer:** duties include collecting and banking all donations to Intergroup and revenues from literature sales, paying or making arrangements for payment for all Intergroup-approved expenses, keeping accurate records of income and expenditures. The Treasurer should make a financial statement at each Intergroup meeting. It is especially important that if the Treasurer is unable to attend an Intergroup meeting he or she provide the financial statement information to either the Alternate or the Intergroup Chair.

C. Alternates to officers are to assume the duties of officers if an officer is unable, either temporarily or permanently to fulfill the obligations of the office. Alternates may be nominated and elected by the Intergroup, appointed by the Intergroup Chairperson, subject to Intergroup approval at the earliest opportunity, or volunteer and be approved by vote of the Intergroup. The Alternate has no vote unless he or she is a Group Representative or is standing in for an Intergroup Officer. If an Alternate should be representing more than one officer at a meeting, or should also be an Intergroup Representative, his or her vote will only be counted as one vote. No one should serve as an Alternate for more than two positions. A regular officer should not serve as an Alternate to another position. The term of service is 1 year and should not exceed two consecutive years as Alternate to any one position.

Ohio NicA Intergroup Delegates

Why do we elect delegates? The purpose of electing delegates is to ensure that the group conscience is served through equal and fair representation of our membership. Registered delegates receive packets of information concerning the voting items being presented, enabling them to review the materials in advance and to learn their home group's conscience prior to the conference.

How do I learn whether my Intergroup has already selected a slate of delegates? Contact Ohio Nicotine Anonymous Intergroup for further information about becoming a delegate.

How many delegates can an Intergroup vote to elect? Each Intergroup is entitled to send one delegate for every three meetings it represents and one additional delegate for any portion thereof.

Are the costs a delegate incurs reimbursable? What are the procedures for such an election? Delegate election is done the way any other business is conducted at your local group or Intergroup. Some Intergroups reimburse their delegates for a portion of the conference expenses, but both of these aspects of delegate service are outside of the scope of World Services in keeping with our fourth tradition. However, delegate expenses are tax deductible.

Whom can I contact for further information about this process? If you have any questions about this process, or would like additional information about forming an Intergroup in your area, please contact the World Services Conference Chair: 6333 E. Mockingbird #147-817, Dallas, TX 75214
Toll Free: 877-TRY-NICA (877-879-6422) Email: conferencechair@nicotine-anonymous.org

Delegates must register 30 day prior to the conference with Nicotine Anonymous World Services, Attention: Secretary; using the address above, or via email at Secretary@nicotine-anonymous.org. The following information must be provided: Full name, mailing address, telephone number and the name of the group(s) or Intergroup that delegate is representing.

Ohio NicA Intergroup Service Positions

A. Intergroup Service Position Representatives are responsible to Ohio Intergroup and the groups in the State of Ohio for those services Intergroup provides. Service position representative should attend all regular Intergroup meetings, be prepared to report on his or her area of responsibility, and be available to answer questions. In addition, each officer ought to maintain a notebook or file with the information necessary to perform the duties of the position. Service position representatives should have a willingness to commit to the obligations of their positions. Intergroup Service Position Representatives are nominated and elected at Intergroup meetings and their terms begin at the Intergroup meeting the month following election (or March to March). Intergroup Service Position Representatives are as follows:

- 1. Communication Servant:** duties include maintaining and updating the Ohio Intergroup contact lists, contacting Ohio NicA members, groups and Intergroup Representatives for any meeting information such as Intergroup dates, location, what preparations to make.... which is deemed appropriate in light of this Charter and the Twelve Traditions of Nicotine Anonymous. Any means of communication may be used such as e-mail, snail mail, phone or website.
- 2. Website Servant:** duties include maintaining and updating www.ohio-nico.org website, adding and deleting meeting information, special announcements, making available Intergroup Bylaws, minutes and other information and links deemed appropriate in light of this Charter and the Twelve Traditions of Nicotine Anonymous.
- 3. Other Service Positions and/or Committees:** may be created as the needs of Nicotine Anonymous as a whole, Regional Groups, Intergroups and/or Individual Meetings grow and change. Examples of future Service Positions and/or Committees may be Outreach Servant, Pen Pal Liaison, Hospitals and Institutions Positions/Committee and/or Literature Chairperson. These positions are suggested to be appropriate in light of this Charter and the Twelve Traditions of Nicotine Anonymous. New Service Positions and/or Committees are voted upon by the current Ohio Nicotine Anonymous Intergroup Officers and group representatives. If approved, calls for nominations are held. An election of said position will be voted upon at an Intergroup meeting. Terms begin at the Intergroup meeting the month following election (or March to March).