

**Central California Fellowship
BY-LAWS**

Central California Fellowship

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1. **ARTICLE I NAME:**

- 1.1. Central California Fellowship (CCF)

2. **ARTICLE II PURPOSE:**

- 2.1. The CCF exists as the servant of the member groups. The purpose is to operate as delineated in the Articles of Incorporation and to carry the message of Alcoholics Anonymous in accordance with the Twelve Steps, Twelve Traditions, and Concepts of AA.

3. **ARTICLE III ARTICLES of INCORPORATION:**

- 3.1. The Articles of Incorporation may be amended by a two-thirds vote of the duly appointed delegates or alternates. Proposed amendments shall be made in accordance with Article XIII.

4. **ARTICLE IV MEMBERSHIP:**

- 4.1. As suggested by the General Service Office Pamphlet "The AA Group", any group located in the CCF area is eligible for membership.

5. **ARTICLE V FINANCIAL SUPPORT:**

- 5.1. There shall be no dues or fees for membership in CCF.
- 5.2. Reserved

6. **ARTICLE VI CCF CENTRAL OFFICE:**

- 6.1. The Central Office shall operate according to the guidelines published by General Service Office, the Articles of Incorporation, these By-Laws, CCF Operating Procedures, and policies.

7. **ARTICLE VII DELEGATES:**

- 7.1. Each registered group is entitled to elect a delegate and alternate and is entitled to one vote.
- 7.2. Only registered delegates or their alternates shall make or second motions and vote.

8. **ARTICLE VIII BOARD OF DIRECTORS:**

- 8.1. The Board of Directors is composed of:
 - 8.1.1. CCF Chairperson
 - 8.1.2. Assistant Chairperson
 - 8.1.3. Office Operation Committee Chairperson
 - 8.1.4. Treasurer
 - 8.1.5. Recording Secretary
 - 8.1.6. Office Manager (advisory only)
- 8.2. Duties of the Board of Directors are specified in the CCF Procedures.

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9. **ARTICLE IX CCF OFFICERS:**

- 9.1. The CCF Officers are:
 - 9.1.1. CCF Chairperson
 - 9.1.2. Assistant Chairperson
 - 9.1.3. Office Operation Committee Chairperson
 - 9.1.4. Treasurer
 - 9.1.5. Recording Secretary
- 9.2. Duties of the CCF Officers are specified in the CCF Operating Procedures.

10. **ARTICLE X OFFICE OPERATION COMMITTEE (OOC):**

- 10.1. The OOC is composed of the following:
 - 10.1.1. CCF Chairperson
 - 10.1.2. CCF Treasurer
 - 10.1.3. By-Laws and Operating Procedures Chairperson
 - 10.1.4. Four elected CCF delegates (of which one is elected by the OOC as the OOC Chairperson)
 - 10.1.5. Office Manager (advisory only)
- 10.2. Duties of the OOC are specified in the CCF Operating Procedures.

11. **ARTICLE XI STANDING COMMITTEES:**

- 11.1. Standing Committees are:
 - 11.1.1. OOC Committee
 - 11.1.2. Teleservice Committee
 - 11.1.3. By-Laws and Operating Procedures Committee
 - 11.1.4. Birthday Club and Faithful Fivers Committee
 - 11.1.5. Public Information/Cooperation with the Professional Community Committee
 - 11.1.6. Special Needs Committee
 - 11.1.7. NCC Delegate Liaison
 - 11.1.8. CCF Picnic Committee
 - 11.1.9. CCF Special Events Committee (rev 9/2015)
- 11.2. Duties of the Standing Committees are specified in the CCF Operating Procedures. (rev 9/2015)

12. **ARTICLE XII AD HOC COMMITTEES:**

- 12.1. Ad hoc Committees may be appointed by the CCF Chairperson with delegates' approval.
- 12.2. Responsibilities of the ad-hoc committees are specified in the CCF Operating Procedures.

13. **ARTICLE XIII AMENDMENTS TO THE BY-LAWS:**

- 13.1. These By-Laws may be amended by two-thirds vote of the delegates present.
- 13.2. Proposed Amendments may be submitted by CCF officers, committee chairpersons, delegates, and the By-Laws and Procedures Committee members.
- 13.3. Proposed Amendments to the By-Laws are submitted in writing in the form of a motion to the CCF Chairperson or the By-Laws and Procedures Committee Chairperson. Proposed amendments shall specify the article, paragraph, and sub-paragraph to be amended and the reason for the amendment. If changes are required to more than one article, paragraph, or sub-paragraph to obtain the desired results, the changes may be submitted as one proposal.
- 13.4. No more than six proposals may be considered for approval at a time.
- 13.5. The By-Laws and Procedures Committee will review the proposed amendments for compatibility with the Articles of Incorporation, the CCF Operating Procedures, and these By-Laws and the proposal presented to the delegates at their next meeting. The proposed amendment will then be published in the By The Way.

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- 13.6. The proposed amendment shall be discussed at the first Delegates' Meeting following the presentation to the delegates. The earliest a proposed amendment may be voted upon by the delegates is two months from the date of presentation. No discussion of the proposal will be conducted at the Delegates' Meeting when the proposed amendments are voted on.
- 13.7. If the proposed amendments are approved, the Central Office updates the By-Laws and has copies ready for the next regular Delegates' Meeting. All proposed amendments are kept on file.
- 13.8. In the event of a tie vote, the proposed amendment has failed. No additional vote is taken until the proposed amendment is resubmitted through the full amendment process.

14. ARTICLE XIV EMERGENCY POLICIES:

- 14.1. In case of an event requiring urgent emergency action of the CCF, the delegates may temporarily suspend part or all of the By-Laws.
- 14.2. Such suspension may only be enacted after a full discussion and with a two-thirds majority vote of the delegates present. Such policy decisions will take effect immediately. Any emergency policy decision made will automatically expire after four regular scheduled Delegates' Meetings from the date of the By-Laws suspension.
- 14.3. The CCF delegates cannot suspend the Articles of Incorporation for any reason.