

Policies and Procedures, CT Intergroup, Adopted 12/19/2016

1. In order to be on the CT Intergroup speaker list, speakers must have a minimum of 6 months continuous, current abstinence;
2. It is the job the of the web coordinator to change meeting information on our website once a group notifies the webmaster and WSO of the change.
3. All IG committees are autonomous provided they stay within their budget and follow the 12 traditions and CTIG's bylaws- meaning so long as they adhere to these guidelines they do not have to have the full intergroup's agreement on their decisions.
4. If there is any expenditure from the special events budget for an event, it will be considered sponsored by Connecticut Intergroup even if it is still run by a meeting. Any amounts collected beyond payment of expenses will reimburse the expenditure, and the remainder shall go to intergroup.
5. For any activity undertaken by Intergroup, persons responsible must first refer to World Service and Region publications concerning that activity, to ensure reasonable adherence to any direction from Region and/or World Service and to prevent duplicative work.
6. If a group of members asks Intergroup for 'seed money', no more than \$50 will be allocated if the budget allows and:
 - a) Funds are agreed upon as a loan and not a grant;
 - b) Funds can only be used for space rental and literature directly paid by the Intergroup treasury to a facility and/or literature seller.
7. The elected Board of Intergroup has discretion to run the meetings through its term by any method it chooses so long as business is conducted efficiently, fairly and in a courteous manner.
8. Individuals representing CTIG at Region 6 will be reimbursed for their actual mileage at the current prevailing mileage rate set by Region 6 for Region business, and no other funds will be allocated beyond mileage. The maximum number of miles reimbursed will be that between Elmwood CT and Albany NY by the shortest route as calculated by Google Maps.
9. Individuals representing CTIG at World Service Business Conference will be reimbursed actual expenses up to \$1500 per conference, upon presentation of receipts for such expenses.
10. While new business can be presented for consideration at any intergroup meeting, discussion is limited to a brief explanation of the business by the party presenting it and questions. Any other discussion and voting are deferred to the next IG meeting. No vote

on new business will take place at the meeting at which it is first presented unless it is of an emergency nature which will be determined by a majority vote of the Board.

11. When voting takes place in phone meetings, each person voting must state their name and vote to ensure an accurate tally, which will be read back by the recording secretary.

12. If intergroup meetings must exceed 1.5 hours to ensure all business is taken care of, such extension can only take place upon a majority vote of those present, and only for an additional 30 minutes.

13. Intergroup shall maintain a calendar of upcoming Region 6 and World Service deadlines, and any other important dates.

14. Among its other duties, it shall be the responsibility of the Public Information and Professional Outreach Committee to maintain a calendar of health fairs in the area at which CTIG may be represented.

15. Nomination and election of committee chairs will follow the procedures for nomination and election of other service positions as stated in the Bylaws. In the event there is a vacancy for any committee chair during the one year term, the Board may appoint a member to complete the year term. Committee chair terms will be one year commencing immediately after the December meeting each year.