

It would be a good idea for new Intergroup Representatives to get familiar with the following:

- Intergroup Bylaws
- Updated meeting schedule
- Guidelines on Intergroup & Central Offices.
- Circles of Love and Service
- CPC & PI Guidelines
- Traditions Checklist
- Contact information of the Officers

Numbers

Chair

Co-Chair

Secretary

Co-Secretary

Treasurer

Co-Treasurer

Office Manager

This brochure is provided by the Western Piedmont Intergroup.

WP Intergroup serves AA Groups in Cleveland, Gaston, Lincoln and Rutherford Counties in North Carolina.

Our office is located at:

625 E. Second Ave. Suite 8  
Gastonia, NC 28054

Our mailing address is:

Western Piedmont Intergroup  
P.O. Box 550097  
Gastonia, NC 28055



Our Phone is 704-865-1561



On the web and email  
[www.wpintergroup.org](http://www.wpintergroup.org)  
[wpintergroup@yahoo.com](mailto:wpintergroup@yahoo.com)



**BE SURE TO KEEP YOUR YOURS AND  
YOUR GROUPS INFORMATION UPTO  
DATE**

# Events

Periodically we will host events such as a Christmas Alcathon, Annual picnic, workshops and other events. Participation is always needed from intergroup reps.

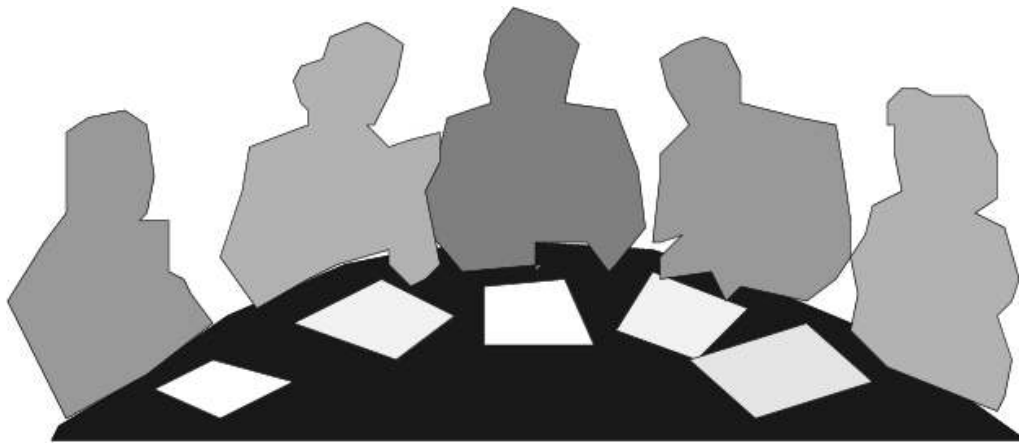


You've been sent by your group to serve as it's Intergroup Representative.

## Now What?

In the early days of Alcoholics Anonymous when word was just starting to spread, before the General Service Board was created, and when the points of tradition where just starting to evolve, small offices were popping up all over the country. These would become what we know today as Intergroups and Central Offices. These offices may provide a wide range of services, depending on the location, population and other needs. While many have phones, office space, literature available, meeting schedules, committees, newsletters, and other services, often they only have varied services.

This pamphlet is to help you understand briefly what resources the *Western Piedmont Intergroup* has available to the local AA community.



Serving as an Intergroup Representative offers you a rewarding opportunity to share in Alcoholics Anonymous third legacy—Service.

Some duties of a rep may include, but not limited to, some of the following:

- Order and pick up literature for your group. Keep up to date meeting schedules stocked at your group.
- Keep group and members informed on intergroup affairs and other events in the intergroup area.
- Attend intergroup meetings and participate with intergroup functions.
- Sign up volunteers for 12 step list and to answer phones.
- Sit on committees such as cpc/pi or website. Also, assist office manager with various duties.

#### INTERGROUP OFFICERS

*Chairperson / Co-chairperson* — Leads monthly business meetings and officers meetings. Keeps order during meetings. Leads the Intergroup.

*Treasurer / Co-treasurer* — Writes checks for all bills. Assist the Office Manager with computer data input. Present monthly report. Keep all books balanced. Be responsible for all intergroup finances. .

*Secretary / Co-Secretary* — Keep minutes of all intergroup meetings. Notify all representatives of upcoming meetings and events. Keep updated list of area groups and reps and contact information.

*All of these positions can be held by a current or past intergroup rep. EXCEPT that the Secretary cannot be a current rep or vote. These terms are 2 year terms as well. The alternate or co-position will automatically move up to lead position when it becomes vacant and a new alt. or co-position is filled.*

Each group gets one vote on intergroup business. Every effort is made to give groups a chance to take back motions to group and discuss to bring back to intergroup. This isn't always possible so it is important that your rep attends regularly.

## Questions and Answers

*How does my group get AA books and literature from WP Intergroup?* The office is usually open on Saturdays from 12—2 pm. The address is located on the back of this pamphlet. Or you can call and make an appointment with the office manager.

*Where do I send payment on an invoice or contribution to intergroup?* Checks are to be made out to *Western Piedmont Intergroup* and can be brought to intergroup meetings, dropped off at the office with a volunteer or mailed to the P.O. Box mailing address on the back of this pamphlet. Be sure to include as much information as possible with check to receive proper credit for your group.

*What if I can't make it to the meeting and no one else from my group can attend?* Unfortunately, if this occurs, business will be conducted as usual. You lose your voice and vote for any business that month. Be sure to keep your mailing address up to date so you get your minutes for the next meeting and be able to discuss any new business with your group.

*We are a small group and barely make ends meet. We even have to pass the basket at members business meetings to help keep up with the bills. Can we still participate with intergroup even if we are broke?* There are no special dues or fees for group participation in intergroup. Each group is equal at intergroup regardless of the size of their group, financial status of group and other factors that may seem to handicap a situation.

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### I am Responsible...

**When anyone, anywhere,  
reaches out for help. I want  
the hand of AA always to be there.  
And for that, I am responsible.**

