



Application for
Central Colorado Intergroup Recording Secretary

Application submitted for consideration at the September 6, 2011, CCI meeting.

Full Name _____

Address _____ Phone _____

City _____ State _____ Zip Code _____

Email address _____

Years in OA _____ Number of years of service above the group level _____

Date continuous abstinence began _____

I have read the qualifications for Central Colorado Intergroup Vice-Chairperson which are reproduced from the Central Colorado Intergroup Bylaws, Article IV, Section 3 and Section 6 C. 1.-5. and are found on the first page of this application. As a candidate for this position, my signature affirms adherence to those qualifications.

Signature of Applicant _____ Date _____

ARTICLE IV: THE INTERGROUP BOARD

Section 3: Qualifications for the Intergroup Board

To qualify for a position on the Board, it is suggested the candidate:

- A. Be working the Twelve Steps of OA.
B. Have knowledge of the Twelve Traditions of OA.
C. Have knowledge of the Twelve Concepts of OA.
D. Have one (1) year of abstinence.
E. Regularly be attending an active OA group and have one (1) year of service about the group level.
F. Attend the August and September Intergroup meetings.

Section 6: Responsibilities of the Intergroup Board

- C. Recording Secretary
1. Shall see that minutes are kept of all intergroup meetings and that a copy of said minutes is printed and provided to each IR and the Newsletter Editor in a timely manner.
2. Shall maintain a file of all minutes of past meetings.
3. Shall maintain and update the bylaws and policy manual as needed.
4. Shall distribute notices of all meetings of the Intergroup as described in Article IV, Section 4.
5. Shall maintain and update the Intergroup membership mailing/phone list and Intergroup contact list.

Summary of OA service responsibilities:



I can bring the following business and/or professional skills and other experience to this position:

I would like to serve as Central Colorado Intergroup Recording Secretary for the following reasons:



Brief account of OA recovery story – physical, emotional and spiritual: