

AFG-SNLDC, Inc.

# **BY-LAWS AFG-SNLDC, Inc. EIN 82-3384187**

**As suggested, the final draft of the By-Laws has been edited to include language or terms found in the Al-Anon Traditions and Concepts of Service, in addition to legal terms or phrase required by regulatory agencies.**

**Stacy B**

**BY-LAWS**  
*for*  
**Al-Anon Family Groups Southern Nevada**  
**Literature Distribution Center, Inc.**  
**January 1, 2018**

**ARTICLE I**  
**NAME & LOCATION**

**1.01 Name**

In accordance with the Al-Anon Service Manual (2014-2017 page 100). The name of the nonprofit corporation shall be Al-Anon Family Groups Southern Nevada Literature Distribution Center, Inc. The business of the nonprofit corporation may be conducted as AFG-SNLDC, Inc., and AFG Southern Nevada LDC, Inc. as stipulated in the two Certificates of Business *for* Fictitious Firm Name filed with Office of the Clark County Clerk of Nevada.

Note: Al-Anon's Service Manual refers to the Service Arm as a LDC or Literature Distribution Center, not Literature Depot.

**1.02 Location**

(a) AFG-SNLDC, Inc. leases space inside the Lakes Lutheran Church located at 8200 West Sahara Avenue, Las Vegas Nevada 89117.

(b) In accordance with Al-Anon's Tradition 3 & 6, AFG-SNLDC, Inc. choice of physical location shall not be construed as an endorsement of, or affiliation with a specific religion or any other outside entity.

**ARTICLE II**  
**PURPOSE**

**2.01 Nonprofit Purpose**

This nonprofit corporation is organized exclusively for literary, charitable, and educational, purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

**2.02 Specific Purpose**

(a) In accordance with Al-Anon's G-18 Guidelines, AFG-SNLDC, Inc. works in partnership with Al-Anon's World Service Office to carry the message of hope and recovery through the distribution of Conference Approved Literature (CAL) by providing easy access and quick delivery of Al-Anon books, pamphlets, kits, posters, films, guidelines, and other Al-Anon materials known as CAL, to local Al-Anon members and Al-Anon Groups. For the purpose of public outreach AFG-SNLDC may sell CAL to any individual seeking information about the affects alcoholism has on others, and for the purpose of personal recovery from the affects of

someone else's drinking. The AFG-SNLDC Board shall have no authority over the Al-Anon Family Groups (AFG), or any other Service Arm of the Al-Anon Family Groups it serves.

(b) AFG-SNLDC distributes CAL to Al-Anon members and groups in the following areas of Southern Nevada known as Districts 1, 3, & 5, and is therefore financially accountable to each District according to the G-18 Guidelines (2009 Version). Boundaries of each Al-Anon District are defined as:

District 1: Eastern border is the Utah state line; Northern Border is US Hwy. 50; Western border is NV Hwy. 376/US Hwy 95; Southern Border is Sahara Avenue in Las Vegas/State Hwy. 589.

District 3: Western border is the California state line and US Interstate 15; Northern border is Sahara Avenue in Las Vegas NV; Eastern border is the Arizona state line; Southern border is the California & Arizona state lines

District 5: Western border is the California state line; Northern border is US Hwy. 6; Eastern border is US Hwy 95/US Interstate 15

To view map visit: <http://www.nevadaal-anon.org/district-ais-info/area-districts/>,

## **ARTICLE III** **MEMBERSHIP**

### **3.01 Eligibility for Membership**

In accordance with Al-Anon's Tradition 3, the only requirement for membership is that there be a problem of alcoholism in a family or friend.

### **3.02 Voting members**

Voting rights are reserved to the AFG-SNLDC Board, who exercise legal responsible for ensuring the operation and administrative responsibilities of AFG-SNLDC, and regulatory compliance in accordance with Al-Anon's Concept Seven, and agree to hold no other service position beyond the group level during their time of service at AFG-SNLDC. It is recommended that voting members be familiar with the CAL distributed by AFG-SNLDC, Al-Anon's 12 Traditions and 12 Concept of Service, and willingly adhere to the principles of Al-Anon for the sake of Al-Anon's unity and perhaps even its survival, as suggested in the Preamble to the Twelve Traditions.

### **3.02 Non-voting Membership**

In accordance with Tradition 8, employee(s) of AFG-SNLDC shall not perform Twelfth Step Work or have policy-making authority. (See also Employees in Al-Anon Services 2014-2016 Service Manual p.101.). Al-Anon members who are also A.A. Members may perform Twelfth

Step Work and participate in Al-Anon service, but may not hold Al-Anon service positions that vote in matters affecting another group or Al-Anon or A.A. as a whole. (Al-Anon Service Manual 2018-2021), and therefore are not eligible to hold a position on the AFG-SNLDC Board.

### **3.03 Annual Dues**

In accordance with Al-Anon's Tradition 3, no due or fees are required for membership. All contributions by Al-Anon members and groups shall be voluntary (Tradition 7).

## **ARTICLE IV BOARD MEMBERS**

### **4.01 Qualifications of Board Members**

In order to be eligible to serve as a director on the board, individuals:

- 1) Must be 18 years or older and a member of Al-Anon. Al-Anon members who are also members of A.A. are not eligible. (Al-Anon Service Manual 2018-2021 page 87)
- 2) Hold a volunteer position at the AFG-SNLDC, and perform traditional operation or administrative responsibilities of the literature distribution center.
- 3) Be familiar with the Al-Anon Traditions, Concepts, and G-18 Guidelines, and be willing to voluntarily adhere to the spiritual principles found within them.
- 4) Agree to hold no other service position beyond the group level during their service term at the AFG-SNLDC.
- 5) Be familiar with the CAL sold at the literature distribution center.

### **4.02 Powers (Authority)**

- a) All corporate powers and responsibilities shall be exercised by or under the authority of the board and the affairs of the AFG-SNLDC shall be managed under the direction of the board, except as otherwise provided by law, and in accordance with the Al-Anon Traditions, Concepts, and other service material provided by Al-Anon's World Service Office.
- b) In accordance with Al-Anon Concept Seven, ultimate traditional responsibility and authority for the literature distribution center, a Service Arm of the Al-Anon Family Groups, is retained by the groups it serves.

### **4.03 Terms**

- a) All members of the board shall be elected to serve three-year terms, however the term may be extended until a successor has been elected.
- b) Terms of rotation shall be staggered so that the majority of positions are filled at any given time.

#### **4.04 Inure Benefits**

No part of the net earnings of the organization shall inure to the benefit of, or be distributed to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered, and to make payments and distributions in furtherance of the purpose clause hereof. No substantial part of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in or intervene in any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other activity not permitted to be carried on

- 1) by an organization exempt from federal income tax under section 501[c][3] of the Internal Revenue Code, corresponding section of any future tax code, or
- 2) by any organization, contributions to which are deductible under section 170[c][2] of the Internal Revenue Code, or corresponding section of any future federal tax code.

#### **4.05 Manner of Acting**

Board Members shall receive no compensation for carrying out their duties. The board may adopt policies providing for reasonable reimbursement of board members' expenses incurred in conjunction with carrying out board responsibilities. Directors are not restricted from being remunerated for professional services provided to the corporation. Such remuneration shall be reasonable and fair to the corporation and must be reviewed and approved by a majority vote by board members.

#### **4.06 Record Retention Period**

Retention Period shall be posted on the records, binders, folders, in which the records are kept to ensure they are retained for the period time required by regulatory agencies, and all records pertaining to the business of the AFG-SNLDC shall be kept at the physical location of operation.

### **ARTICLE V** **OTHER ACTIVITIES**

#### **5.01 Dissolution of Organization**

Assets belonging to the AFG-SNLDC shall revert to any Al-Anon Service Arm qualified under 501[c][3] of the Internal Revenue Code at the time of dissolution. Otherwise, assets shall be distributed to Al-Anon Family Group World Service Office, or for one or more exempt purposes within the meaning of section 501[c][3] of the Internal Revenue Code.

**5.02 Fundraising**

All funding is derived from the sale of Al-Anon Conference Approved Literature (CAL) and from voluntary contributions from Al-Anon Family Groups and Al-Anon Members within the service area stipulated in ARTICLE II, and are used for the sole purpose of covering operating costs of the literature distribution center, public outreach, and other local Al-Anon services, and for the express purpose of allowable expenses as an exempt organization under 501[c][3] of the Internal Revenue Code, or corresponding section of any future tax code. In accordance with Al-Anon Tradition, outside contributions are prohibited.