



WORLD SERVICE CONFERENCE

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TO: All Areas, Regions, World Service Conference Participants and
Conference Committee members

FROM: Transition Group

DATE: 5 December 1997

RE: Transition Group Proposals for the CAR

Overview

Greetings from the Transition Group. Enclosed in this packet you will find (1) a copy of our final report, which is very similar to our section of the 1998 *Conference Agenda Report*, and (2) a copy of the Service Resume and nomination form for the election of World Board, WSC Co-Facilitators, and the Human Resource Panel positions, which will be used should the conference decide to adopt our proposals this year.

Our Report

The report enclosed is formatted just like what we anticipate will appear in the 1998 CAR, including motions, intents, and financial impacts. We are sending it out as early as possible, almost two months prior to the release of the *Conference Agenda Report*, and to a much larger mailing list than normal, so that the fellowship can have as much time as possible to review and discuss our proposals for changing the world service structure. If you should need extra copies of this report, they are available upon your request. Simply contact the Transition Group in care of the World Service Office at the above address. Summaries of the attorneys' and financial consultants' work over the past year, and how they advised us during the process of developing our proposals, are being completed as this letter is being written. We plan to send those reports out to conference participants by the first of the year.

All of the information in this package, including our report, is being made available in six languages: English, French, German, Spanish, Portuguese, and Swedish. The translated versions will be released approximately two weeks after this report.

Service Resumes

Also enclosed is a cover letter and service resume form, that will be used if the conference decides to adopt Motions 1, 2, 3, 4 and 5. The nomination process for the World Board, the WSC Co-facilitators, and the Human Resources Panel is open to anyone who meets the requirements for each position. Nominations for these positions may be made by any region or conference participant, although we ask that regional nominations be signed by the delegate for verification. Included in the cover letter are the membership qualifications for each of these service positions. If the conference decides to adopt the TG motions this year, elections to these new positions will occur in the most open process for WSC elections in the conference's history, both in terms of solicitation and nomination. If, on the other hand, the conference decides not to adopt our proposals, the WSC Administrative Committee will be fully prepared to conduct elections based upon our standard elections practices. More details about the election

procedures will be provided to you by the WSC Administrative Committee before the World Service Conference.

Conclusion

Other details about the 1998 *Conference Agenda Report*, workplans for the next conference year, and other *Conference Agenda Report* related items will be reported to you by the WSC Administrative Committee and the Interim Committee. In the meantime, we hope that providing this extended period for discussion about our proposals is helpful to you. We expect that we will be discussing our proposals with many of you at *CAR* workshops.

We wish you a happy and joyous holiday season. As always, it is a pleasure and privilege to serve the fellowship of Narcotics Anonymous.



**Narcotics Anonymous
World Service Conference**
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<p>Interim Committee Report December 1997</p>

Introduction

This report contains decisions resulting from the 12-13 December 1997 Interim Committee meeting.

Progress against budget

See the attached financial report for conference expenses and contributions through 12 December 1997.

Decisions from the Interim Committee

- Ratified the Extraordinary Circumstance Decisions listed below:
 - ⇒ Approved the request from Lib E (WSC Policy Committee chairperson) for a conference call on 21 November 1997. This call will have six participants (four WSC Policy members, one WSC Admin member, and one WSO staff). The approximate length of the call is one and one half hours.
 - ⇒ Approved the request from the WSC Administrative Committee for one 60-minute conference call for H&I, PI, Literature, and WSTC to allow them an opportunity to discuss committee recommendations for regional motions that will be in the 1998 *Conference Agenda Report* as needed.
 - ⇒ Ratify the decision of the Interim chairperson to translate the TG final report into five languages: Portuguese, Spanish, French, German, and Swedish.
- Approved the request from Craig R (WSC H&I Committee chairperson) for a conference call to include H&I leadership, the team leaders, and WSO support staff. The conference call will take place during the week of 16-20 February 1998. The call will help to finalize some work team tasks, receive status of unfinished tasks, and prepare for the WSC in April.
- The Interim Committee made a decision to translate the *Conference Agenda Report* into five languages: French, Spanish, German, Portuguese, and Swedish. Everything up to the Appendix will be translated.

Travel approved/denied

- Approved travel to the off-site WSO Management Team meeting scheduled for 12-18 January 1998 in San Jose, California. The full Interim Committee will attend on the 16th and 17th. Thursday, 15 January and Friday, 16 January will be the travel days for the Interim Committee to arrive and they will depart on Sunday, 18 January. However, ticket purchase will be delayed pending information about Stu's availability.

- Approved the request for Craig R (WSC H&I chairperson) and David J (WSC H&I vice chairperson) to attend the ACA Winter Conference in San Antonio, Texas on 18-21 January 1998. The Interim Committee also approved travel for Bob Stewart (WSO Marketing Director) and Freddie Aquino (WSO Marketing Assistant) to attend this event.
- Selected the following travel team to attend the Multi-regional CAR workshop scheduled for 31 January 1998 in Midland, Michigan: Susan B (WSB and TG), Cary S (WSO board), Mary C-V (WSC 2nd vice chairperson) and Tim B (TG). Team leader is Mary C-V.
- Selected the following travel team to attend the Southeastern Zonal Forum on 7-8 February 1998 in Macon, Georgia: Jon T (WSC vice chairperson), Tony W (WSB), Jane N (WSO board), and Bob J (TG) and possibly a WSCLC member. Team leader is Jon T.
- Selected the following travel team to attend the Southern Zonal Forum scheduled for 13-15 February 1998 in Baton Rouge, Louisiana: Laura J (WSO board), Ron S (WSC chairperson), Pete C (WSB and TG), and Tim B (TG). Ron S is the team leader.
- Selected the following travel team to attend MARLCNA 13-15 February 1998 in Lancaster, Pennsylvania: Mary C-V (WSC 2nd vice chairperson), Jon T (WSC vice chairperson), Michael M (WSB), Stu T (WSB), Jorge B (WSCLC), Mitchell S (WSO board), Jane N (WSO board and TG), and David J (TG). Stu T is the team leader.
- Selected the following travel team to attend the Plains States Zonal Forum CAR workshop scheduled for 28 February 1998 in McPherson, Kansas: Tim B (TG), Susan B (WSB and TG), Jon T (WSC vice chairperson). Jon T is the team leader.
- Selected the following travel team to attend the Northern New England Learning Day, Alfred, Maine scheduled for 13-15 March 1998: Jon T (WSC vice chairperson), Stu T (WSB), and Jane N (TG and WSO board). Stu T is the team leader.
- Approved the request from the EDM for world service participation scheduled for 30 January through 1 February 1998 in Manchester, England. Selected the following travel team to attend: Rogan A (WSO board), George Hollahan (WSO Executive Codirector), Michael M (WSB), and David J (TG). Rogan and George are the team leaders. There will be a stop over in London to address UKSO issues.
- Finalized the fellowship development trip to the following events in Calcutta, India: (1) India Regional Forum on January 31 through 2 February; (2) the Asia-Pacific Forum on 3-5 February 1998; and, (3) the 1st Indian Regional Convention on 6-8 February 1998. The travel team is: Anthony Edmondson (WSO Executive Codirector), Mary VanEvery (WSO Management Team), Garth P (WSB), and Tata M (WSTC) and Ron S (WSC chairperson). Garth P has a planned stop over in Bangkok, Thailand to attend a professional event. Anthony will have a stop over in Australia and Mario T (WSO board) will assist him with the Fellowship Service Office issues. Ron and Anthony will be the team leaders.
- Approved travel to WSO board meeting scheduled for 26-28 February 1998. Also, the Biz Plan work group *may* need to arrive two days early (24 February). All departures are scheduled for 1 March 1998.
- Approved the request from the WSB External Affairs Committee for attendance at the 19th World Federation of Therapeutic Communities in Cartagena, Colombia, 15-20

February 1998. NA will be presenting. The travel team is: Erik R (WSC PI chairperson) and Donna M (WSB). George Hollahan and Mike Polin will also attend and have interaction with the mayor of Cartagena regarding world convention planning.

- Approved the request from WSTC for a meeting on 2-4 March 1998 for developing the framework for handling over the WSTC and its translations support to the new structure, several evaluations, and handling numerous language group issues that are to date unresolved.
- Approved the travel for the WSB meeting scheduled for 6-8 March 1998 at WSO-Chatsworth.
- Approved the travel to the Interim Committee meeting on 3-5 April 1998 at WSO-Chatsworth.
- Approved travel to WSC '98 scheduled for 25 April—2 May 1998 in Woodland Hills, California. Funded travelers are all WSB members, WSC standing committee leadership, TG members, WSO board, and the WSC Administrative Committee. The arriving travel day will be Friday except for certain international members. However, the WSC Administrative Committee will arrive on Thursday for a Friday meeting.

Travel decisions outstanding

- The Interim Committee postponed the WCC request for interaction with the Colombian RSC until a later time.
- The Interim Committee postponed scheduling the TG meeting until their January meeting.
- The Interim Committee postponed the work plan discussions until their January meeting in San Jose with the WSO Management team

Preview of coming attractions

Please send us information about your upcoming zonal or multi-regional event. If your committee wants world service participation, you *must* send the following information to the Interim Committee, c/o WSO:

- ⇒ Who is hosting the event?
- ⇒ What type of event is being planned? (i.e., zonal forum meeting, *Conference Agenda Report* workshop, multiregional PI workshop, etc.)
- ⇒ When is the event scheduled to start and end?
- ⇒ Where is the event scheduled to take place? Please include exact location of event, hotel, and closest airport.
- ⇒ Tentative agenda with approximate time that world services will be asked to present.
- ⇒ Letters of intent from the regions that plan to attend the event.
- ⇒ Let us know if you are able to provide full or partial funding (travel, lodging, and meal expense) for trusted servants who may be approved by Interim to attend your event.

By including the above information, it will help to avoid a delay in having your request approved. This will allow for world services to purchase airline tickets and save the cost of acquiring tickets at the "last minute." The Interim Committee would like to thank you in advance for your assistance. We wish you the best in your ongoing personal recovery and service efforts.

Funding and/or travel requests are considered on a quarterly basis. Requests should be sent to the WSO by the dates outlined below. All other items and any input for the monthly Interim Committee conference calls should be sent to the WSO by the third Thursday of each month.

- ⇒ Fourth quarter (March, April, May) - 15 January
- ⇒ First quarter CY '98 - '99 (June, July, August) - 15 March

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World Services Calendar 1 January 1998 - 2 May 1998
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January 1998

12-18 January	WSO Management Team meeting with the Interim Committee on 16 th and 17 th
18-21 January	ACA Winter Conference in San Antonio, Texas
30 January-1 Feb	European Delegates Meeting in Manchester, England
31 January	Multi-regional CAR workshop in Midland, Michigan
31 January-2 Feb	India Regional Forum, Calcutta, India

February 1998

3-5 February	Asia-Pacific Forum, Calcutta, India
6-8 February	Indian Regional Convention, Calcutta, India
7-8 February	Southeastern Zonal Forum in Macon, Georgia
13-15 February	Southern Zonal Forum, Baton Rouge, Louisiana
13-15 February	MARLCNA, Lancaster, Pennsylvania
15-20 February	WFTC, Cartagena, Colombia combined with WCC activity
26-28 February	WSO Board meeting
28 February	Plains States Zonal Forum—McPherson, Kansas

March 1998

2-4 March	World Services Translation Committee
6-8 March	World Service Board of Trustees meeting
13-15 March	Northern New England Learning Day—Alfred, Maine
26-28 March	WCC Meeting, San Jose, California

April 1998

3-5 April	Interim Committee Meeting
25 April-May 2	World Service Conference, Woodland Hills, California

**INTERIM COMMITTEE BUDGET REPORT
WSC CONFERENCE YEAR 1997 - 1998**

Budget Category	Conference Year Budget	To Date Actually Expended	Percent of Budget Expended
World Service Meetings			
Annual Meeting	95,000	0.00	No Expense
Development Forum (Ann Mtg)	25,000	0.00	No Expense
World Service Meeting(s)	23,800	25,691.16	107.9%
Translation Meeting(s)(2)	27,600	6,182.70	22.4%
WSB Mtg(s)(2)	27,500	6,057.21	22.0%
Interim Committee Mtg(s)(2)	11,000	267.41	2.4%
Ldrship Planning & Training	0	0.00	No Expense
Board & Committee Liaison(s)	4,100	2,180.00	53.2%
Total World Service Meetings	214,000	40,378.48	18.9%
Administrative Expenses			
Brd & Comm Tel/Copying & Mailing	18,000	11,867.94	65.9%
Conference Calls	18,000	10,496.09	58.3%
Misc Office Supplies/Expense	2,500	559.04	22.4%
Total Administrative Expenses	38,500	22,923.07	59.5%
Professional Events (Non NA)	11,500	3,858.81	33.6%
Publications			
Conference Agenda Report	6,500	0.00	No Expense
PI Publications	1,200	0.00	No Expense
Reaching Out	6,500	3,715.67	57.2%
Conference Report & Digest	6,000	2,764.84	46.1%
Publications Translations	12,000	2,854.45	23.8%
Total Publications	32,200	9,334.96	29.0%
Fellowship Dev/Add Needs/OR			
CAR Workshop(s)	8,000	0.00	No Expense
Fell Asst/Dev/Zonal/WS Travel	15,000	13,530.74	90.2%
Total Fellowship Development	23,000	13,530.74	58.8%
H&I Literature Stockpile (at cost)	6,000	4,274.95	71.2%
Unity Day	5,000	17,368.44	347.4%
Transition Process	120,000	76,841.35	64.0%
Literature Committee Project(s)	24,600	24,372.05	99.1%
Public Information	2,500	0.00	No Expense
1996-97 Carryover Expenses		10,625.88	Not Budgeted
Unbudgeted Expense (Funeral)	0	1,970.77	Not Budgeted
Totals	\$477,300	\$225,479.50 *	47.2%

* Totals do not necessarily reflect total amount of anticipated expenses;
the totals reflect actual amounts expended up to the time of the report preparation.

WORLD SERVICE CONFERENCE
BALANCE SHEET
DECEMBER 31, 1997

ASSETS

CURRENT ASSETS

Cash On Hand	\$2,834.79	
American Pacific State Bank	69,768.86	
Bank of America	6,453.41	
Citibank - Checking	1,650.29	
Citibank - Savings	30,039.84	
Wells Fargo Bank/Money Market	25,911.58	
Wells Fargo - Checking	15,284.67	
Accounts Receivable	27.00	
WSD Accounts Receivable	(19,472.32)	

TOTAL CURRENT ASSETS

132,498.12

TOTAL ASSETS

\$132,498.12
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LIABILITIES AND FUND BALANCE

CURRENT LIABILITIES

Accounts Payable	33.50	
WSD Accounts Payable	(166.70)	
Advance Clearing	(4,742.00)	

TOTAL CURRENT LIABILITIES

(4,875.20)

TOTAL LIABILITIES

(4,875.20)

RETAINED INCOME

Retained Income - Prior Years	112,437.35	
RETAINED EARNINGS-CURRENT YEAR	24,935.97	

TOTAL RETAINED INCOME

137,373.32

TOTAL LIABILITIES AND FUND BALANCE

\$132,498.12
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WORLD SERVICE CONFERENCE
INCOME STATEMENT
FOR THE 7 PERIODS ENDED DECEMBER 31, 1997

	ACTUAL	YEAR TO DATE PRIOR YEAR	VARIANCE
INCOME:			
DIRECT DONATIONS			
Members	\$3,566.45	3,239.22	327.23
Groups	9,829.36	4,556.61	5,272.75
Areas	38,246.64	17,994.68	20,251.96
Regions	170,692.41	174,021.95	(3,329.54)
TOTAL DIRECT DONATIONS	222,334.86	199,812.46	22,522.40
OTHER DONATIONS			
Unity Day Donations	1,361.59	9,423.23	(8,061.64)
Unity Day Phone Hookup	1,750.00	2,275.00	(525.00)
Unity Day Dance Donations	1,808.22	.00	1,808.22
Unity Day Banquet Donations	6,420.00	.00	6,420.00
Unity Day T-Shirt Donations	3,585.00	.00	3,585.00
Event/Convention Donations	10,778.74	29,207.47	(18,428.73)
WSC Annual Mtg T-Shirts	.00	(36.00)	36.00
Zonal and Other Forums	1,400.00	542.95	857.05
TOTAL OTHER DONATIONS	27,103.55	41,412.65	(14,309.10)
OTHER INCOME			
Interest	682.06	801.82	(119.76)
Reaching Out Income	295.00	1,533.88	(1,238.88)
TOTAL OTHER INCOME	977.06	2,335.70	(1,358.64)
TOTAL INCOME	250,415.47	243,620.81	6,794.66
	250,415.47	243,620.81	6,794.66