

**APPROVED**  
OCT 08 1998  
BY: *Lib Edmonds*

**Approved Minutes**  
**Narcotics Anonymous World Services, Inc.**  
**World Board Meeting**  
**11 – 13 June 1998**

**Thursday, 11 June 1998**

9 a.m. – 5 p.m. Career Dreams Training

World Board members present: Bella Anderson, Lib Edmonds, David James, Claudio Lemionet, Mario Tesoriero, Bob Jordan, Tony Walters, Jon Thompson, Mary Kay Berger, Cary Seltzer, Steve Lantos, Michael McDermott, Susan Chess, Floyd Best, Jane Nickels, Craig Robertson, and Larry Roche.

Absent: Daniel Schuessler.

WSO Staff: Becky Meyer, George Hollahan, and Anthony Edmondson

**INTERVIEW**

Made me think about myself	Thought about how to apply them in other areas
Uncomfortable	
Surprised myself with some of my answers	Less suspicious this time
Kept thinking about them afterwards	Made me more comfortable
Made me enthusiastic about World Board meeting	Felt more comfortable that I had something to offer

**A.M. ACTION GROUPS**

More unified	Loved positive focus
Not nervous/comfortable	Hopeful
All really trying to start fresh and challenge ourselves to do something different	Right mix of people & experience
Felt it was an important process	World Board can be new and better than old pieces
Impressed with diversity	Less fearful
	All starting on the same page

**DAY 1**

+Learning of self  
 +No wrong answers  
 +Bonding  
 +Unity  
 +Group work bonding  
 +Open communication  
 +Safe place  
 +Team building  
 +Creativity  
 +Hearing other talents and dreams  
 +No limits/no negativity  
 +Personal learning  
 +New/different  
 +Confidence in direction  
 +Openness

+Cookies  
 +Interaction  
 +Humanity – person to person  
 +Equality  
 +Action groups  
 +No competition  
 +Open minded  
 +Learning education  
 +Trust  
 -Sleep  
 -Lighting  
 -Personal thoughts/fears  
 -Coffee  
 -Program

**YOU FELT...**

Excited  
 Interested regarding strengths  
 Clarity  
 Curious  
 What's next?  
 Intimidated  
 Relaxed  
 Willing  
 Hopeful  
 Encouraged  
 Impressed with direction  
 Resistance  
 Fighting cynicism  
 Focused  
 Mixed regarding other group  
 Diversity  
 Secure  
 Validated/supported

Respected  
 Learned  
 Difficulty accepting compliments  
 Inspired/healthy  
 Good!  
 Confidence in new board  
 Warmed by heard commitment  
 Loved sense of other worldly presence  
 Challenged  
 Help us to remove limits  
 Removed fear & preconceptions  
 Promotes teamwork  
 Step out of our comfort zone  
 Different viewpoints  
 Fun!  
 Promoted mutual respect  
 One problem/multiple solutions  
 Equal participation

### **APPLICATION TO WORLD BOARD**

Basis for holding discussions  
Remove bias – opened people up  
Creativity builds off of others  
More effective as group – synergy  
Listening to others – no domination or  
reticence – equalizer

Had fun  
Knew we could be successful  
Outside of the box – stretch out  
Action groups for future  
Ability to discuss and thing about ideas  
without limits

### **WHO ARE THE CUSTOMERS OF THE WORLD BOARD**

WSO  
Staff – Executive Management  
WSC – Conference participants  
Board members

Regional and Areas  
Individual members  
Society – future customers  
People interested

### **BOARD DREAM**

Part of a world delivery system for all  
future and present customers  
a cohesive dynamic group  
Respected by fellowship  
Intellectual Property  
work being done  
Cohesive group with all money the  
fellowship needs  
Building trust  
unified body working  
together for dream of NA  
Effective group of people working  
together for dreams of NA  
program of choice  
Act as catalyst for healing fellowship  
Harmonious unit working together  
listen to the fellowship  
take action

Adhere to wishes of fellowship, lead by  
example, set tone for the future,  
and break out of mold  
Inspiring the Fellowship  
Act as a group not as individuals  
Work as a group/together  
listen to fellowship  
stand together  
Foundation – strong and ready to take  
action  
Group working spiritually together for NA  
Functioning unit that is accepted and  
respected in fellowship  
Cohesive unity with WSO  
Group that helps fellowship grow  
see what they need⇒ proviso

### **DREAM FOR NA**

Meeting for every addict  
Treat everyone as an equal  
NA be a household word  
No negative talks

Every addict be aware of NA  
choice  
welcome  
Accessible to all whom wants it, a  
harmonious way of being

Reach every addict in the world  
 Respected, world wide organization for  
 addicts  
 available in their own language

NA the program of choice  
 First choice for recovery in the world

**EDUCATION**

Our principles  
 (unity, autonomy –  
 attraction/promotion)

Cultural sensitivity  
 responsiveness  
 Understand abilities

**MEDIA**

Culturally – appropriate & specific

Language availability

**RESOURCES**

Staff  
 Information  
 Strengthen, training

Effective inter-fellowship communication  
 responsiveness  
 Education, education, education

**MAKE NA FIRST CHOICE**

Improve our image  
 Effective PR image  
 entire, diverse PSA's  
 Legitimize ourselves to  
 Government Agencies, policy  
 makers, and professionals  
 Handbooks for professionals and  
 civilians

Blockbuster movie  
 Addiction to become socially acceptable  
 Increase name recognition  
 World wide strike team  
 rapid deployment force

**HOW TO MAKE NA THE #1 PROGRAM OF CHOICE**

Trainers (workshops at local level)  
 Find out why we are not #1  
 (poor public image?  
 Lack of quantifiable data about NA  
 not retaining members/experience  
 Local community not aware...?)  
 Impact NA as a whole

12<sup>th</sup> step efforts too narrowly focused  
 Lack of sufficient and informed  
 education/sharing about NA  
 principles  
 Lack of atmosphere of recovery  
 mutual respect, dignity, and  
 compassion

**FUTURE CUSTOMERS/PROGRAM OF CHOICE – (?)**

Education at group level with members principles, attraction, esteem, service  
Simplified tools for professionals and new fellowship include service related activities

Access to/follow up on contacts with society, new fellowships  
All media's covered – Web, TV Radio Telephone  
Easy access to information about NA  
Seen as viable & available (VS #1)

**METHODS TO ADVANCE NA**

Worldwide media (TV, Internet, radio, press)  
A well respected non-addict speaking on behalf of NA (non addict member of World Board) in every community  
Effective PI presentations (presenters would be trained)  
Presentations to legislators, parliaments, etc.  
Health Fairs, seminars  
Medical professions (doctors office, hospital, etc.)  
Training NA members in ways to welcome newcomers more effectively

Cultural appropriate literature  
History based literature (IP, etc.) that newcomers are made aware of NA worldwide  
Research initiatives to gather data to present  
Training NA member to effectively conduct PI presentations  
Better communication with fellowship  
Seek out opportunities to communicate with correctional community via attending seminars, subscribing to publications

**SOLUTIONS**

- I. Internal-fellowship education and support
  - 1. Commitment – on all levels (personal, financial)
  - 2. Research of teachers and trainers
  - 3. Material (universally accessible)
- III. 3. Material (all kinds appropriate to audience)
- IV. Conduct internal before external external on a local level (infra structure)

- 4. Initiate fellowship activity
- 5. Suggested topics for group settings
- II. External-
  - 1. Commitment on all levels
  - 2. See above
- V. Slogan – “NA, The Program Of Choice

**EXCITED NEW DIRECTION – GROUP TALENT**

**Proud/Confident**

**Hopeful**

**Direction Spirit  
Based**

Openness

Honest ongoing  
communication

Dream

Cohesiveness

Equality

Mutual respect/trust  
(atmosphere)

Empowerment/freedom

Time effective exercises/tasks

Action groups/reminders

Personal sharing session

Proactive approach

**N/A**

World

Individual

Addicts – members/non members

**NAWS**

NAWS, Inc.

Society

Conference participants

Staff

Groups, Areas, Regions

WSO

Members

**Friday, 12 June 1998**

9 a.m. – 1:00 p.m. Career Dreams Training

World Board members present: Bella Anderson, Lib Edmonds, David James, Claudio Lemionet, Mario Tesoriero, Bob Jordan, Tony Walters, Jon Thompson, Mary Kay Berger, Cary Seltzer, Larry Roche, Steve Lantos, Michael McDermott, Susan Chess, Floyd Best, Jane Nickels, Craig Robertson, and Daniel Schuessler.

**The World Board meeting opened at 2:00 p.m.**

**Orientation**

What is Narcotics Anonymous World Services, Inc.?

Purpose of the board

Surviving policies

Administration of activities

Being a non profit board member

What is Fellowship Development?

12 Concepts

**Board members terms**

Anthony discussed the staffs' interpretation of what the process should be, given that eighteen board members were elected at the conference. There was some question about the effect of the up coming election at WSC 99. However, it was the general consensus of the board that this should not effect this process. The board agreed to reduce each term length by two and utilize the process as described in the external guidelines. This will mean that there will be six members for two, four and six year terms rather than the eight members for each term called for in the guidelines.

The results of the terms process is as follows:

Six Years: Susan, Jane, Bella, Craig, Tony, and Lib.

Four Years: Steve, Cary, Larry, Jon, Michael, and Claudio.

Two Years: Floyd, Daniel, David, Mary Kay, Mario, and Bob.

**Nominations for officers**

The board entered into a process to nominate their officers with the proviso that nominations remain open for each position until the election for that position actually takes place. Nominees are:

Chairperson: Mario, Michael.

Vice Chairperson: Jane, David, Bob, and Mary Kay.

Secretary: Jon.

Treasurer: Susan, Cary.

The body had additional discussion about the exact process that would be used for the elections in the morning.

The meeting closed for the day at 4:55 p.m.

## **Saturday 13 June 1998**

The World Board meeting opened at 9:00 a.m. with a moment of silence, the Serenity Prayer, and the 12 Concepts.

World Board members present: Bella Anderson, Lib Edmonds, David James, Floyd Best, Claudio Lemionet, Mario Tesoriero, Bob Jordan, Tony Walters, Jon Thompson, Jane Nickels, Mary Kay Berger, Cary Seltzer, Steve Lantos, Michael McDermott, Susan Chess, Craig Robertson, Larry Roche, and Daniel Schuessler.

### **Election Discussion**

Lib asked that the body discuss the role of the Executive Committee and coming out of the box in the way the board view these roles before the elections begin. Steve recalled a statement made to him "lets not move into a situation that starts us moving backwards", but understands that Executive management has to have a process in place that works in the absence of the board. Jon noted that the board members are all leaders and hopes it stays that way. He sees a lot of responsibility for the Executive Committee. Jane noted that her experience as a member of the Board of Directors was equality within the group and not a separation by title. She feels strongly about the need for improvement of communication. Floyd mentioned that anyone here is capable of being on the Executive Committee and elections should not mean that one member is superior to another. If this is the approach it will not matter who chairs a meeting or disseminates the information. It is necessary to have a chair, and single point of communication.

Mary Kay mentioned that communication can be effectively and simply processed via e-mail, so everyone is on the same page. Mario noted that Lib voiced a symptom of the problem and since the old system was fragmented, that may have been some of the difficulty. Meetings taking place one after the other may have also added to this difficulty. Mario also encouraged the board that he sees a golden opportunity to work this out, as we are only one board. Michael stated that he does not believe that everyone on the board has the same capabilities but this means that everyone has different wonderful talents and skills, meaning that each person has a unique skill that is brought to the table. We are all equal but at the same time need to put the skills where they will be best utilized. Remembering that we have a great opportunity to stay true to what was the dream of this board, creating a new face of World Services and keep continuity of the delivery of services.

Craig appreciated being able to have this discussion and personally believes everyone is here for a reason. He also envisions everyone here will have the opportunity to lead the board in some way and trusts the process. Tony communicated that we have an opportunity do something that has never been done before and that if we start separating ourselves then we only started the process moving backwards. Lets try to keep the egos and personalities out of our decisions, we are all here for a reason.

George noted that the guidelines state that there is only one item that the Executive Committee has responsibility for that is outside of the responsibility of the general board; and that is dealing with Anthony and himself. In all other areas the board gives the Executive Committee direction. The Executive Committee should facilitate the responsibility of the board. He also noted that it would be very important for this body to discuss any problem or difficulty openly, as well as be clear in communicating to the elected Executive Committee what will be expected of them. Bob noted that



communication is very important. Becky stated that she sees personal responsibility as a key factor for everyone. Not only is it the responsibility of leadership to communicate with the board but it is also the responsibility of every board member to communicate to leadership. If there are questions or concerns, pick up the phone and call an Executive Committee member or the WSO.

Michael brought the question back up to the board regarding rolling nominees who were not elected for one position into the next available position. Mario suggested that the board open nominations before every election, as others may want to nominate someone. The board decided to nominate before every election. No objections were voiced.

### **Election of Officer**

Nominees for Chairperson: Mario Tesoriero and Michael McDermott. There were no additional nominations for chairperson.

Elected Chairperson: Michael McDermott.

Nominees for Vice Chairperson: Jane Nickels, Mary Kay Berger, David James, and Bob Jordan. Additional nominations: Mario Tesoriero. Mario declined.

Elected Vice Chairperson: Mary Kay Berger.

Nominees for Secretary: Jon Thompson. Additional nominations: Jane Nickels and David James.

Elected Secretary: Jon Thompson.

Nominees for Treasurer: Susan Chess and Cary Seltzer.

Elected Treasurer: Susan Chess.

With the completion of the election process Anthony turned over the facilitation of the meeting to the chair. Michael thanked the board, and summarized items that need to be discussed and decided on at this meeting.

### **Required corporate actions**

To affirm the calendar for June - December 1998 created by the Interim Committee.

To affirm the actions taken by the WSO Board at their last meeting to effect the change from the World Convention Corporation and World Service Office, Inc. to Narcotics Anonymous World Services, Inc. These items are:

- the bylaws for NAWS
- the agreement of merger
- the external guidelines for the World Board and the Unified Budget
- the change of name of the corporation
- banking approvals
- Restated Articles of Incorporation
- Fictitious Business Names
- Confirmation of authority of Executive Co-Directors
- the amended Fellowship Intellectual Property Trust
- the amended Intellectual Property Trust Bulletin #1

**M/S/U Steve /Floyd                      To affirm the two actions outlined above.**

To empower the previous WCC Board to function through the implementation of WCNA 27 as a committee of the World Board. Their ability to make commitments on behalf of NAWS, Inc. will be carried out through the Executive Co-Directors. This committee will be disbanded once a final report of WCNA 27 is completed.

**M/S/U Steve/Floyd To affirm the action as outlined above.**

### **Ground Rules**

The body agreed that the operating principles of the World Board will be the 12 Concepts, to focus the beginning of each meeting in some way that establishes unity, common respect, trust for each other, etc., as well as actions groups for goals and issues to achieve a solution. That one person speaks at a time, the group will start and stop on time, there will be no side bar conversations, discuss board issues will be discussed not personalities, keep discussions balanced, i.e. no one dominates, and everyone actively participates, and no negatives. The board will meet its objectives. Seven elements of success: Respect self and respect others, Communications, Trust, Dreams, Empowerment, Creativity, and Shared Information, Collective Responsibility.

### **Decision Making**

The group discussed how to make structured decisions. Collective responsibility, try to achieve consensus wherever possible, (board will be told wherever a formal decision is necessary), Integrity, 9<sup>th</sup> Concept, Express personal views in meeting, do not separate yourself from group consensus and take responsibility for them, Active listening, Respect others view points, No negatives. When possible decisions will be reached by asking if there are any objections.

### **Internal Communication**

There will be monthly Executive Committee calls, with agenda items. The board will receive agenda items by e-mail 3 days before a call, allowing for board input. The board will then receive Executive Committee call report (not formalized) within 5 business days. Personnel and employee grievances will be omitted from this record. Board member(s) with detailed questions on a particular item(s) can either call, fax, or e-mail an Executive Committee member. All were in agreement.

Any communication between board members will need to be cc: to WSO Executive Management. Official communications from staff will still be hard copies. Communications amongst board can be e-mail or fax.

Website inquires are usually forwarded to leadership, depending on nature, and an acknowledgment is always sent first. It was also noted that e-mail falls into the normal stream of the communications process. If we receive communications by e-mail it does not mean that we give instant responses. The possibly of creating an intranet for the World Board through the web page will be explored.

**Fax machines & phone lines:** All members who do not have plain paper faxes will be provided with one as well as reimbursement for the installation of a dedicated phone line. The board members who need equipment are Tony, Bella, Steve, Claudio, Lib, Mary Kay, Cary, and David.

**Corrections to World Board internal contact list information:** Revision dates should be included on the World Board internal contact list. Corrections to the current list were noted.

Until further notice Eileen is the point of contact for board support, e-mail address is eileenna@pacbell.net, and telephone extension is 119.

### **External communications to conference participants and fellowship**

Communication goals and objections will not all be achieved today or resolved overnight. Set short-term goals for formalizing the communication process to fellowship. Communications should be comprehensive, succinct and simple, opening fellowship dialog, setting a more positive tone. Communications from the World Board should look and sound different, and include more detailed information. The first board report should set a goal to giving the fellowship confidence. Current world service communication seems to miss the human element.

Minutes will be available upon request once approved.

Financial report for unified budget from board-every quarter.

Monthly Executive and board report (succinct and concise format)

Executive Committee will work with Steve and Bella to draft initial World Board report, June 11-13, 1998 meeting.

That anything coming from the Executive Committee come from the World Board.

An open friendly letter to fellowship regarding World Board direction.

Executive Call agenda items to World Board first for input, and report will be basis for any report from board:

- There was a suggestion to rename the Executive committee.
- Monthly board report of what's happening. 1<sup>st</sup> report should include a more personal touch.
- Written communication and reporting process should be broken down to two categories. The first category would be distributed to all and would be a short report and the second category a more detailed report for those who want it.
- Look at how we write our communications and reports, i.e. NA speak, corporate speak, etc.
- Look at utilizing Website for Conference Report, and the NA Way.

### **Interim Committee Calendar**

The intent of travel calendar was to try and assist the World Board by outlining the needs of the first six months of the conference year. No proposed travelers were contacted until the World Board met. Board members posed questions about some of the items included in the calendar.

What are the goals of the WCNA November 1-5, 1998 trip to Cartagena, San Jose, Ecuador, and Medellin? Management tried to find out when events were occurring in that part of the world and combine as many purposes as possible into one trip. Central American zone may be created out of the Latin American zone, and trusted servants have been invited to that meeting in Costa Rica. The Cartagena visit is to review contractual

items and plans for WCNA 28. The side visit to Medellin is to meet with the regional service committee regarding Convention Host Committee items, regional service office issues and other service related items. There is a possibility of adding Ecuador and/or Peru to this trip.

Jane asked Michael to report on his trip to Alaska. Michael met with members of the local fellowship who had sent a request to the WSO because he was there on a business trip anyway. Alaska has not been able to participate at WSC for at least 3 or 4 years, and has had no functioning region since 1993. A request was sent to Interim Committee for assistance with reforming a regional committee. Michael discussed reasons for wanting to form a region with them as well as what a region would assist them with, etc. The Area Service Committees are isolated. Michael's recommendation is that a trusted servant(s) be sent to the next Alaska convention, because the different areas don't have many opportunities to interface with each other, as well as internal difficulties.

Mary Kay questioned the Interim Committee recommendations for WCNA 27, and feels that this will be a great opportunity for New World Board to be more visible at convention. The board thinks it would be a great opportunity for the new board to interact with fellowship, putting a face to the board and giving board members invaluable experience. There will not be another convention of this size until 2002.

David questioned why participants are being funded to the ECC when no request for participants has been submitted. The request was verbal and follow up will be done to clarify the desire of the EDM. World services has made decisions in the past to attend forums because of world service objectives and the opportunity to interact with the member communities in one setting.

The non-NA event in Bangkok Thailand was questioned. Garth mentioned to Mario that Neil and he could handle the trip as the local fellowship was not planning any interaction. Mario also feels that we should prioritize the trip to Bangladesh for production research.

Steve questioned the premise for choosing selected travelers to the Western State Forum, Alaska, South/Central America travelers. The Interim Committee recommendations were based on traveler's previous relationship with community, individuals having substantial fellowship development experience, or familiarity with community. Anthony commented on the previous system and process and how document came about. The Interim Committee tried to blend outgoing and incoming trusted servants without burning out the new board members.

Mario and Steve asked that the board not to get bogged down by reviewing individual travelers, and accept the recommendations and set up a process for choosing future travelers.

Michael suggested that the Executive Committee and Management discuss Interim Committee recommended travelers, asking board members to provide input, and that the finalized decisions be reported back to the World Board. The body voiced no objections. The board approved the calendar as presented in the May 1998 Interim Committee travel calendar without tying their approval to any specific travelers.

George reminded the board that having the Executive Committee review the general boards input and recommendations for the travel calendar would not lead body into consensus. The body needs to give general direction to Executive Committee.

**The board provided the following input to the Executive Committee.**

**Goals and Objectives:** (recommendations for travel calendar)

- Selection for travelers to be based on goals and objectives for individual trip
- That the choice of travelers create a broader base of experience [training]-no objections
- Continuity of travelers is necessary for some events, but at the same time allow new travelers to participate.
- That we also use continuity as valuable criteria for selecting travelers, but at the same time allow new travelers to participate, also remembering that staff is an important part of that continuity - no objections.
- Consider more current World Board members for WCNA 27, in San Jose. This issue will be discussed with management and information will be reported back to the board
- Trying to use balance in travelers-see above for consensus
- Trips regarding marketing will be incorporated into further plans.
- Change travel report format, i.e., adding goals and objectives for a particular trip
- Inform community regarding trusted servant's participation information.
- Discuss criteria with the Human Resource Panel.
- Travel report sign-off maybe should be by World Board as opposed to only Executive Committee.

**Schedule and purpose for the second board meeting**

**Plan/Purpose:** DF, unified budget, World Board report for inclusion in NA Way (user friendly), World Board biographies for NA Way. Project ideas for 99/00 Conference yr. Box items-preliminary discussion. Create code of ethics, preliminary discuss CAR, 12C, FIPT, November Conference Report, discuss breaking into a committee system.

Look at how all meeting will be handled-direction. March agenda: World Board meeting outside of CA.

**Closing meeting:** at the end of each day adequate time will be provided to allow individuals to revisit any unfinished business and how the meeting went for them.

**Next World Board meeting dates:** Discussion to have 3 before the end of 1998 and 2 prior to the WSC 99. There will also be a meeting of the Executive Committee with Executive Management before the next World Board meeting.

**October '98,** Thursday 8<sup>th</sup>, Friday 9<sup>th</sup>, Saturday 10<sup>th</sup>, travel Sunday 11, 1998.

**December '98:** travel 2<sup>nd</sup>, meet 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, travel 6<sup>th</sup>.

**January 1999:** 28<sup>th</sup>, 29<sup>th</sup>, and 30<sup>th</sup>

**March 1999:** 18<sup>th</sup>, 19<sup>th</sup>, and 20<sup>th</sup>

Larry raised the issue of the DF process starting earlier than the next meeting. Package will be sent out to Larry and Floyd, first and then if necessary the members of the World Board. If there is additional work that needs to be done then the Executive committee will determine how that is to be accomplished.

The practice of an annual Board/staff lunch will continue. A holiday lunch will be planned for the December meeting.

Executive Management participation in World Board meetings discussed with body. All Executive Management will have full participation rights in meetings. This includes George, Anthony and Becky.

There were no objections to Susan continuing to send occasion and event cards to staff from the board.

Phone Cards: Anthony asked the board to request fax line phone cards for billing purposes. This would allow them to have one bill for world services to reimburse with phone calls and faxes.

**MISC:** Susan/John Move to adjourn meeting.

The meeting adjourned at 6:05 p.m., Saturday, June 13<sup>th</sup>, 1998

**Attachments:**

1. The bylaws for NAWS
2. The agreement of merger
3. The external guidelines for the World Board and the Unified Budget
4. The change of name of the corporation
5. Banking approvals
6. Restated Articles of Incorporation
7. Fictitious Business Names
8. Confirmation of authority of Executive Co-Directors
9. The amended Fellowship Intellectual Property Trust
10. The amended Intellectual Property Trust Bulletin #1

**Approved by the World Board on October 8, 1998**