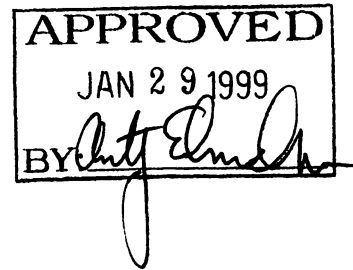


Approved Minutes
Narcotics Anonymous World Services, Inc.
World Board Meeting – 13 and 14 August 1999
WSO-Chatsworth, California



Friday 13 August 1999

World Board Members Present:

Susan Chess, David James, Lib Edmonds, Bob Jordan, Stephan Lantos, Michael McDermott, Jon Thompson, Mario Tesoriero, Daniel Schuessler, Larry Roche, Cary Seltzer, Craig Robertson, Claudio Lemionet, and Tony Walters. Jane Nickels, and Bella Anderson.

Not present: Floyd Best and Mary Kay Berger

Staff Present:

Anthony Edmondson, George Hollahan, Becky Meyer, Nancy Schenck, and Eileen Perez-Evans.

Meeting opened with a moment of silence followed by the Serenity prayer.

Review of agenda

The body voiced no additions/changes to the presented agenda.

Executive Committee Report

Interaction with the Human Resource Panel

Mario reported that the meeting between the HRP and the World Board Executive Committee was a very productive. An outside party facilitated the meeting, with it's focus being to work towards the World Board and HRP having a more effective interaction, and helping the system be successful.

The two bodies agreed that they would meet maybe a couple more times prior to the WSC 2000. Further discussed making joint decisions, boundaries, reaching consensus, also recognized that the internal guidelines for both bodies need to indicate the relationship between the two entities. The Executive Committee will work closer with the HPR as opposed to the full board, making interfacing manageable.

Jon reported that the HRP and the Executive Committee agreed:

- That all motions from the HRP will come through the World Board,
- That communications from the HRP will be forwarded to the Executive Committee prior to going out to fellowship,
- That the process for selecting pool members needed to be discussed further,
- That the board is responsible for elections (policy and procedures) and that they would work together on presenting this at the next conference,
- That the selection of travelers would continue to be done by the Executive Committee.
- That the HRP was selected to be a non-political body

The HRP and World Board continued to talk about accountability (TWGWSS), i.e. who the HRP is responsible to when conference not in session. The two entities discussed that and agreed that HRP is responsible to the World Service Conference, and that when the conference in not in session the World Board acts on behalf of the conference. However, it is still not really known what that means. Further discussions will take place when they meet together in November.

Resumes/World Board

Old resume not formatted for the new database. HRP is not expecting all board members to fill out a resume. However if seeking re-election via the HRP, a resume is to be filled out by September 1st, 1999. The board was asked to submit any input to the new resume. Any communications from board members to be submitted to the HPR as input is to follow the normal communications protocol.

Self-Assessments

The HRP was only looking for board members, seeking re-election to give an assessment about their individual experience, i.e. what it took to be a board member (time and work involved). The HRP feel this type of assessment would give an experiential base to work from when interviewing potential board members. The board also discussed having an annual internal self-assessment. The annual assessment would stay within the board. Further discussion and research will be done on this item by the Executive Committee and provided to the board.

Anthony promised to do further research on non-profit assessments and provide that to the HRP and the Executive Committee.

The two assessments are:

- i. HRP Self-Assessment - outgoing board member seeking re-election.
- ii. Internal World Board Annual Self-Assessment

There was one board member objecting to the HRP Self-Assessment. Formalities involved in ii. Self-Assessment (elector process) explained. The body will try to find a usable tool, which does not infringe on any rights.

Approval of June minutes

M/S/C

Bob/Craig

Unanimous

"Motion to approve the World Board 1999 June Minutes as presented"

June and July Executive Committee Reports

Jon summarized the reports and no questions were asked.

A draft memo to conference participants about the Election Procedures has been done, needs further revision. The Executive Committee will do another review and editing of the memo and forward to the board prior to going out to conference participants. Deadline for it to go to the board is next weekend, Aug 22.

Executive Co-Director's Evaluation Update

The Executive Committee worked from a draft that a board member reviewed and gave input to. Only changes made were that job descriptions were revised to fit the quality program, as well as various parts to fit job description.

Tentatively the evaluations for the Executive Directors are to be done by September. The body is to submit evaluation form input by 15 October to Becky.

Executive Directors evaluations are to be completed and returned to Becky. The evaluations can be submitted anonymously by putting it in a plain envelope-personal and confidential. The Executive Committee will continue to perform Executive Directors evaluations.

Executive Co-Directors Report

Anthony noted that a trip may have to be scheduled in order to replace an employee for WSO Canada. Also discussed were the Internal Processes and Procedures, CTF Project Plan amendment, the Annual Report draft.

The board voiced no objections to proceeding with the general direction of the Annual Report as presented.

Database

MEI has been selected, and cost projection changes explained.

Barrington's Letter

George explained the issue in the letter from the UK Region regarding the Recovery in Action group. A response was sent to the UK Region explaining that more information would be needed and that for now no action can be taken by the World Service Office.

The issue of the group printing the book raised (this may be an FIPT issue), as well as the Baby Blue, i.e. it is not known for sure if the group is actively producing and distributing a copy of the book.

Current financial information & Update on Unified Budget

Discussed the financial performance up to date, which has been extraordinary, as well as projections of net profit. Also reviewed the plot charts. The board may need to have a future discussion regarding the cost of goods methods and pricing. This discussion may take place in October or November. The body had a Q&A period.

Working on becoming Y2K compliant, with all the companies we do business with. The banks have been done and are compliant, currently in the process of communicating with vendors.

PR Plan/Marketing

There were no objections to approving the Public Relations Plan as presented.

On line conference participant discussion forum

An inexpensive method has been found to implement the exact spirit of the Online Discussion Forum as presented on the conference floor. Tentative start date would be sometime in October/November, and the trial period will be for 2 months. As presented on the floor of the conference only WSC participants would be able to post, non-conference participants will only have the ability to view discussion forum. This will also mean that if a question is posed to the board the board will have to participate. A rotating system will have to be implemented that will entail a World Board member and staff to monitor any questions where board responses are needed. All responses would be on behalf of the board. The board will be kept up to date on the status.

Update on Evaluation of Literature Distribution System Project

Becky and Anthony are working on finalizing a draft that will go out to the Executive Committee. This may result in the Executive Committee coming to the board with an assessment, and forwarding suggestions for changes.

Regional Communications

The letter from the Lone Star Region we believe is to only inform us of what they believe is the Sales Policy affect to them. Staff will write a response sometime during the week of August 16th, stating that nothing is seen that warrants making exceptions in policy.

UKSO letter regarding the end of the WSC licensing agreement with the UK. Staff will continue to have ongoing dialogue with the UK, and the Shipping/Sales Policy will be sent to the UKSO.

Update on the Greater New York proposal is that there has been a complete change over in officer of the board, operations have been reconstructed, and at this point it seems that the offer is no longer viable. It was noted that this will need to be further discussed in a broader sense at a future board meeting.

German Speaking Region/JFT: the request involves two parts, the first part of the request would normally fall into the Accelerated Stream process, which helps established Local Translations Committee (LTC) get a book length piece produced quickly. However to be in the Accelerated Stream you must have a functioning service structure. The second part of the request involves a staff member doing revisions/editing, which is outside of normal WSO protocol. Staff will draft a response and forward to Daniel for review.

WSM 1999

Review World Services Meeting Draft Agenda

Recommendations from workgroups

Process for Service Material would prefer a single room for presentation.

Process for Service Material can possibly have two slide machines, having two presenters articulating the same information for the 1st part of the panel's presentation.

— Motion 21 needs more presenters.

— 2-Yr. Conference Cycle would like to have more time, and possibly need more presenters.

Stephan would be available to help out with the Two-Year Conference, and Jane with the Motion 21.

The Executive Committee will take all this information into consideration and report back to the board with recommendations.

World Service Report

The board will report on any board issues as well as on Issue Discussion Topic ideas that have been proposed to the board. The board will meet at 10am on Thursday. Space will also be allocated for a Thursday night recovery meeting after dinner.

Human Resource Panel

This will be determined later

World Board September Meeting Agenda

The board reviewed items and no changes were made.

Conference participant open forum/ world service report

Limits on Donations

The board will discuss this issue further in order to have the same understanding.

New Project Ideas

Internet Issues

Open Forum

World Board Internal Processes

It is the intent of the Executive Committee to have the guidelines be as useful a document as possible, giving information that will tell what is expected of a board member – user friendly, staying away from policy language. The World Board Internal Guidelines were reviewed and edited.

Communications Task Force

CTF report given, and chosen focus group locations explained. Focus groups would have to be carried out from October 1999 to January 2000, in order for board to receive report sometime in March. It was suggested to add a community that represents where the process is working well.

Board is to forward any input to Eileen prior to the CTF September 8th call where they will discuss focus group questions/topics. Tentative travelers/date recommendations forwarded to the Executive Committee.

The board was asked to reaffirm communications work as the number one discretionary priority of the World Board. Mario asked why this was necessary. If the CTF is going to have a problem with something else that is CAR driven does the CTF come first? No. The CTF is not asking for a ranking as much as affirmation that communications and the CTF are still important to the board. The real question is that communication is still the number one priority. The board affirmed its commitment to the CTF as the priority project without objection.

The board voiced approval to the amendment to the project plan and increase to the budget.

Two-Year Conference Cycle Workgroup

The Two-Year Conference Cycle report was reviewed and edited. Report recommendations deadline is August 20th; the board will get draft of the re-worked report prior to it going out in the next conference participant mailing.

Sharing Session

The board then went into a sharing session, which is an informal session that is not recorded. The meeting adjourned for the day at 7:30pm.

Saturday 14 August 1999

World Board Members Present:

Susan Chess, David James, Bob Jordan, Stephan Lantos, Michael McDermott, Jon Thompson, Mario Tesoriero, Daniel Schuessler, Larry Roche, Cary Seltzer, Craig Robertson, Claudio Lemionet, Tony Walters. Jane Nickels, and Bella Anderson.

Not present: Floyd Best and Mary Kay Berger, and Lib Edmonds

Staff Present:

Anthony Edmondson, George Hollahan, Becky Meyer, Nancy Schenck, and Eileen Perez-Evans.

Action Group Session with the HRP

Susan led the board and the HRP in action group session.

Process for Service Material

The Workgroups vision is to remind the fellowship of the process for service material in any service manual. Report at the WS meeting will include a glossary of terms, and an amended flow chart diagram and text will be factored in to explain the chart. Input deadline is Friday, August 20th; the board will receive a copy of the re-worked report by August 27. The Process for Service Material report was reviewed and edited.

Motion 21

Report overview given, and the Motion 21 report was reviewed and edited.

World Convention

The body voiced no objections to accepting the 1998 WCNA 27 audit as presented at the June 1999 meeting.

WCNA 28 in Cartagena

The board discussed reporting to the fellowship that all communications regarding the situation in Colombia is being monitored, and that the convention will be canceled with no hesitation if necessary, as well as what to expect when traveling to Colombia. The body voiced no objections to supporting the direction to continue to plan and implement the event in Cartagena, pending the provision of the additional information about the corporate risk.

WCNA 31 site discussion

The board was reminded of the site selection process. The Executive Committee is recommending that WCNA 31, which will occur in 2005, be held in Hawaii. The body voiced no objection to Hawaii being the site for WCNA 31.

NA Way

The Editorial board had one conference call. Within each issue of the *NA Way* Magazine themes and issue deadlines are noted. A report on the literature survey from Motion 21 was included in the October issue. An effort will be made to tie a planning meeting into the January board meeting. The board will start receiving NA Way written reports as of November. Stephan Lantos has been selected as the point person for the NA Way Editorial workgroup up to WSC 2000. Board was informed that a trail run is being performed with a program that allows committees to post announcements about their own event on the web. Input for the NA Way is to follow the normal communications protocol.

Other Conference related issues to report to the WSM

Committed Motions from WSC

This will be dealt with during the September meeting.

Issue Discussion topics for the year

World Board will not develop a paper on this issue at this moment.

Retaining Old-timers, Abstinence

Will the board help to promote these discussions and if so, how?

It was the board's decision that presently no position paper on Retaining Experience Members and Abstinence will be created. However, if a board member feels they would like to draft something up please advise the Executive Committee.

There may be a possibility that the upcoming issue of the *NAWS News* may not get translated due to the other deadlines that have to be met prior to the World Services Meeting.

How the board uses *NAWS News* should be discussed at a future WB meeting.

The details of the World Services meeting will be discussed on an Executive Committee conference call on Thursday, at 4pm.

Provide full board with Agenda-Meeting Info sheets in the hotel packet.

Sharing Session

The board then went into a sharing session, which is an informal session that is not recorded. The meeting closed at 6:32pm.