



Narcotics Anonymous World Services, Inc.

Approved World Board Minutes

22-25 October 2003

Wednesday 22 October

Present: Bob Jordan, Tom McCall, David James, Susan Chess, Lib Edmonds, Saul Alvarado, Tony Walters, and Bella Blake.

Craig Robertson and Ron Hofius arrive Thursday, October 23. Jane Nickels, Daniel Schuessler, Giovanna Ghisays and Jim Buerer are unable to attend the meeting.

Staff: Anthony Edmondson, Becky Meyer and Eileen Perez-Evans

Bella facilitated the boards Action Group.

Video tapes from WCNA 30

Tom M. facilitated a discussion relating to the availability of WCNA 30 videotapes to the fellowship. A set of questions were developed as a starting point to help frame a discussion. The issue stems from members requesting copies.

There are many aspects to the issue and some questions to think about are NA's philosophy: does it violate our traditions, will this set a precedent, etc. Tom expressed what he thought are positive and less positive points of making the videos available to our members.

The board was asked to take a straw poll regarding those that would and would not like to make the videos available to the fellowship and instead shared their thoughts on the subject:

- Can an edited version be created and made available? This would allow members that did not attend the convention to see the spirit and enthusiasm. Also noted that attraction to the fellowship was about people being the same, not that this was an anonymous program. Believes the fellowship should be engaged in a discussion because this could still set a precedent.
- Speaker tapes have not been sold because someone may play the tape on the radio or the Internet. Showing our members faces doesn't break our anonymity; that is accomplished in many other ways.
- Provide the video CDs to regional services only.
- Some board members are concerned about releasing the video and that once released there would be no control over how it is used. This would be stepping into another realm with visuals of individuals that could be problematic. There is a connection with releasing the videos and having the ability to identify someone the street. Speaker tapes are sufficient; however the fellowship should be engaged in a discussion about issue.
- The issue again is anonymity. One of NA's philosophies is that anyone can come to a NA meeting and not have to worry about their anonymity. This could potentially lead people away from our fellowship if they felt their anonymity was at risk.
- Some NA members have a sense of entitlement and would use the video how NAWS has asked them not to.

- Originally did not support the idea due to the inability to control the videos usage. However, after more thought believes the issue is also anonymity. This could be a useful discussion for the fellowship on pondering NA's philosophy. The board is the standard bearers for the organization.
- The bigger issue is the fellowship's struggle with technology and what this means in NA. So whether the board engages the fellowship in a discussion about the issue, the question is still how should NA deal with technology that is continuously improving as well as streaming videos on the web and what that means for us?

The board agreed to frame the issue, engage the fellowship in a discussion and possibly present as an issue discussion topic.

Strategic Planning

Jim DeLizia Sessions

In May, the World Board defined a set of results for 2004-2006 cycles, and then staff prioritized the milestones. This is the point in the process where the board goes from planning the work to working the plan (action).

In today's and tomorrow's sessions the board will review and confirm approaches, review the existing charges, and from the charges will decide which to carry forward/prioritize, integrating and finally which, if any, to eliminate from the 2004-2006 cycle. Jim D. stated that the yellow cards will become a charge, the blue card are charges that will either be integrated into the yellow cards or removed.

COMMUNICATIONS – KEY AREA RESULT

Objective 1: Develop and disseminate information of high value to intended NA communities and/or service bodies.

Group one suggests switching approaches 1 and 2.

Under *Tasks* from the *Worldwide Workshop* charge, the thought was to eliminate item number 2, and place bullets items 3 and 4 under item 1. The evaluation would be integrated as part of approach number 2.

Objective 2: Improve the effectiveness and efficiency of world services communication with the fellowship.

Group two supports communication being a high priority. Added a new item as number 3 "Website evaluation and Redesign," making the current number 3, number 4.

Objective 3: Raise awareness and enhance perception of Narcotics Anonymous as a credible program of recovery.

Group three thought the approaches were numbered correctly however the language in first approach needs to be clarified: to formulate tools, helping gather information, and promote dialog. The group agreed with all with blue items and suggests clear communication about what the timeframes mean. Thought that objective 3 was ambitious.

FELLOWSHIP SUPPORT-KEY AREA RESULT

Objective 4: Clarify the roles and support the work of each level of the service structure of NA

Group one agreed with specific approaches. The Group agreed with Item 2, second bullet, however suggested creating an inventory tool. Propose is to integrate the purple text items into item 2. The Internet Issues charge and the Translations Resource Material Charge

seem to fit better under Objective 5. Group one agreed with the priorities of tasks however thought the individual items were not superior to the other.

The group decided to integrate the Service Material Development Charge with the existing tools and support strategies improved, new tool development card. The blue cards for Individual Handbook and the Defining Consensus for the WSC charge will either stay or go.

Objective 5: Work to sustain and grow NA communities operating at different levels of development

Group two thought that item number 1 was not really about what the objective was referring to and therefore recommended that approach number 1 black text be removed and be replaced by blue text with some edits and rearranging of blue text under a, b, and c. D would become number one and a/b would become 2. Next recommendation would be to remove number 2. The Translations Resources Material Charge would roll into number 1.

Yellow cards changed to reflect "Develop tools and plans to address developmental needs of an NA community" second yellow card "Develop template to capture current info on NA communities to use info to set developmental priorities."

Objective 6: Broaden availability of the Narcotics Anonymous message to a widely diverse membership and potential membership.

The group thought that the approaches were in the right order but approach number 3 doesn't necessarily have to be 3 but could be. A portion of 3 could be initiated with along with approach 2. The group suggested adding a topic on gender.

There was dialog concerning the Internet Charge having been created because of the many philosophical issues facing our fellowship.

Thursday 23 October

Strategic Planning

Jim DeLizia Session

RECOVERY LITERATURE-KEY AREA RESULT

Objective 7: Build a range of literature to meet the diverse needs of members and potential members

Group one agreed that the approaches were fine as listed. The group also agreed that the Basic Text Charge, which is a motion, would be integrated in approach 1. Approach number 1 will be accomplished via the motion.

Objective 8: Streamline and increase responsiveness of the literature development process to meet the needs of the fellowship

Group two wanted to be clear about what kind of discussion was needed on the literature development process—keep focus as well keeping in mind what has and has not worked. Replace tasks in the literature development charge with the blue text, editing it to focus on 'responsiveness.' The Group decided to remove Literature Development Charge.

In approach 2 the sentence was changed to reflect the literature development process. All groups went into a discussion regarding what to say up front and why it shouldn't be collapsed in language. The first sentence – blue language was changed and second sentence reworded. Second to last sentence changed to reflect creating tools... also eliminating last sentence regarding timeline. The changes in this approach are about looking at conference policy.

There is a difference between identifying a need for new literature and looking at existing literature and evaluating it. Have to decide and clearly state what will be dealt with in the cycle.

LEADERSHIP AND MANAGEMENT-KEY AREA RESULT

Objective 9: Effectively identify, cultivate, encourage, and support an ongoing stream of committed, qualified leaders at all levels of the service structure.

The Group agreed that the order of the approaches should occur as presented, also suggested that Future Leadership charge be integrated in approaches one and two.

A discussion began regarding an explaining leadership *qualities* and/or *requirements* and using concept 4 as foundation. Have to present the issue so members know and understand why it is important. Framing discussion with statements like this organization has a vision and what would it take to reach this vision? What type of leadership does it take to accomplish reaching vision?

Objective 10: Refine NAWS structure to ensure it provides the foundation needed to carry out NAWS leadership and management roles and responsibilities at a high level of performance.

Structural changes should be kept as an item for the next cycle. Issue is not really structural, but could be. Discussion related to moving *the relationship with delegates is being developed...* speaking to objective four, approach one, e.g. *amending role importance...* approach. *NAWS ability to identify, access, and utilize* approach removed. The body decided to leave Objective 10 (seeing what happens this afternoon).

Objective 11: Continue to build the systems, tools, and operating culture to support strategic management of the organization.

Revising the wording of framework so that it's understandable. Group felt that the milestones capture the Leadership Management Charge; therefore it was decided to remove it.

RESOURCES

Objective 12: Ensure the long-term reliability of the NAWS income stream in order to carry out identified priorities and service.

All of the items will be reviewed by the Business Plan Group during the November meeting and will be part of routine services. But the board still has the responsibility to review process, people, and the financial aspects. The organization's components should always be there therefore objectives should not be removed.

Objective 13: Raise awareness and a sense of responsibility on the part of the fellowship for the need to adequately fund the cost of NAWS services.

Suggest switching the blue text for the black text, milestone would read *reflect and extend the 02-04 issue discussion about Self-Support*. Group two tried to explain that their intent was to do the talking first, followed by the message. There was an exchange about how to portray the funding of services. Everyone agreed to change milestone one to state that *Discussion is framed and message is developed*. Thought was to wordsmith milestones and changing the perceived message.

Objective 14: Build and align the focus of staff in order to support identified priorities.

Page 24 items discussed. The following are routine services and do not need prioritization: WSC Seating Workgroup, Reaching Out Editorial Board, NA Way Editorial Board and

Translations Evaluation Workgroup. Historical Data Collection and World Service Meeting must be integrated or deleted. The board agreed to remove Information Management.

Worldwide Workshop question: should this be prioritized now (pre evaluation) and next cycle. Evaluation has two pieces; how has what we've done thus far worked. Anthony explained that the workshop has been instituted as a trial within the 2-year cycle without having done an evaluation because of its believed importance. What is available for an evaluation discussed? The board agreed to prioritize WWW as an activity in and of itself without evaluation, assuming the evaluation can be done within a certain point. Other choice is to put in process, knowing that upon evaluation it could be moved.

After lunch Jim asked everyone to use the blank sheets with letters A-DD. Letters represent cards. The body is to prioritize all the items by choosing the 10 top priorities for the next planning cycle. The letters with the most votes will be removed; the rest of the cards will then be prioritized, this process will continue until all items have been prioritized.

Everyone was reminded that initially in the planning process in 02-04 the board was asked to rate all the objectives, the other prioritization of the items is that the milestones on the wall are posted up in the order in which the milestones are placed.

A Objective 1 "Input Feedback-Reporting" Loop assessed; improved Merge: WW Charge-evaluate effectiveness as part of the input feedback reporting loop	B Objective 1 Issue of concern identified; NAWS provides leadership Merge: Issue Disc. Topics Charge	C Objective 2 Improved accessibility of existing publications	D Objective 2 Improved interaction with delegates through use of technology	E Objective 2 Website evaluation and redesign	F Objective 2 Evaluation of NAWS publications; recommendation submitted Merge: Standards for WS Communication w/Fellowship Charge
G Broader range of input on perceptions of NA gathered	H PR Strategy created Merge: Professional Events Charge-evaluate, as part of PR Strategy	I Set of PR tools for fellowship to use locally	J Objective 4 Role/importance of each level of service structure defined Merge: relationship with delegates developed as part of <u>partnership</u>	K Objective 4 Service Material Development Charge, Existing tools/support strategies improved; new tools developed	L Objective 5 Develop tools and plans to address developmental needs of an NA community Merge: Translations Resource Material Charge
M Objective 5 Develop template to capture current info on NA communities and use info to set developmental priorities	N Objective 6 Issues framed and tools developed for 3 rd Tradition dialogue	O Objective 6 Dialogue around the issues is initiated	P Objective 6 Articles created addressing needs of specific populations	Q Objective 7 Initial list of populations for target literature developed Merge: Basic Text motion	R Objective 7 Development of literature discussed with conference participants
S Objective 8 Discussion structured on responsiveness of literature development process	T Objective Eight Progress continues on modifying process	U Objective 9 Leadership requirements defined Merge: Future Leadership Charge	V Objective 9 Current strategies to identify/cultivate leaders evaluated Merge Future Leadership Charge	W Objective 9 Leadership identification/development system established Merge: Improved use of ability to identify, access expertise of fellowship	X Objective 13 Discussion framed and messages developed that focus on donations paying for services
Y New tools developed regarding self support as having an intrinsic value	Z Historical Data collection	AA World Services meeting	BB Worldwide Workshop	CC Fellowship Development Workgroup	DD Internet Workgroup, Internet charge

Miscellaneous:

Under <i>Objective 4</i> <i>Stay or Go Based on</i> <i>Priorities list</i> Individual Handbooks Charge	Under <i>Objective 4</i> Defining Consensus for the WSC Charge	Under <i>Objective 11</i> Value of <i>plan driven</i> organization advanced	Under <i>Objective 11</i> Priorities addressed on list of strategic management process tools	Under <i>Objective 11</i> Training / orientation needs for coming cycle met	Under <i>Objective 12</i> Member contribution portal / online shopping cart done
Under <i>Objective 12</i> Financial reserve limits / policies re-evaluated	Under <i>Objective 12</i> Marketing to correction, treatment continues, measured	Under <i>Objective 12</i> Strategy pursued to print alternative formats	Under <i>Objective 12</i> 5% increased held; 2003 projected costs / shipping reviewed	Under <i>Objective 12</i> Financial management policies revised	Under <i>Objective 12</i> Business Plan Charge
Under <i>Objective 12</i> Literature Distribution and convention workshop Charge	Under <i>Objective 14</i> Competent staff recruited for open positions	Under <i>Objective 14</i> Training orientation modules for staff created	<i>Card grouped together</i> <i>under no objective</i> WSC Seating Group	<i>Card grouped together</i> <i>under no objective</i> NA Way Editorial Board	<i>Card grouped together</i> <i>under no objective</i> Reaching Out Editorial Board
<i>Card grouped together</i> <i>under no objective</i> Translations Evaluation Workgroup					

Strategic Plan and the Fellowship (status)

The board talked about WSC familiarity, fellowships sense of value with the Strategic Management Process. Jim D. presented diagram: *informed, understand, accept, and be knowledgeable* and lastly *applied to the WSC*. The board had an exchange of ideas regarding relaying what they have been doing related to the strategic plan.

Discussion points follow:

Factors that might affect Strategic Plan

- Mixed profile of the audience
 - Variance in tenure
 - Cultural language difference
- Different perception of planning the value of the strategic planning.
- History/experience with planning failures.
- What's the relevance of planning decisions and what is in it for me?
- Expectation for immediate action.
- Some regions could be ready, willing to get further direction in planning, etc.
- Region, delegates, role in the planning process not clear.
- Need connection between NAWS activity to strategic plan (ex. Convention).
- Having already spent a great deal of time on this a member of the board would like to go through everything we do now and slot it in. Showing the connection.
- One of the challenges has been that there hasn't been any work related to the strategic plan until this conference cycle.

The body will brainstorm fundamental key areas of the plan and strategies to put in place in order to get the message to the fellowship.

Craig shared his experience with the fellowship. Many do not understand the word "strategic" and feel that NAWS is speaking "corporate business talk." He always explains yes NAWS is a business and in the business of carrying the message of recovery. Also shared the importance of taking time to simplify information. At the EDM he shared the 5 key result areas and gave examples of what it means to them, tying the result areas to their local needs. He also expressed the significance of why it should be understood and why they should participate.

The Board broke up into four groups to discuss "the key concepts about the NAWS strategic planning process, the resulting plans / use, what leaders and staff should communicate and finally what strategies should be used to deliver these messages? Two group will discuss the fellowships aspect and the other the delegates. Points of discussion follow.

Fellowship Key Message Concepts [connect] (concepts underlined)

- Value to them in carrying the message (plan has relevance and value and tangible benefits in a personal way)
- Plan is a vehicle by which the vision can be accomplished (facilitates vision)
- Plan allows us to be responsive, accountable, and responsible partners

- Results/action oriented key message
- Plan helps perspective and consistent, compelling image of NA globally
- Having the opportunity to input the process / way to contribute

Delegates Key Message Concepts (connect and ownership)

- Connect/see value of plan...sense of ownership of the direction of the organization
- Value of planning and use resources for planning
- Planning is how we operate effectively to help us do the right thing
- Connect between realizing the vision and sound organizational management
- Process can be used as a model for regional / local planning
- You have an important role in the process
- Efficiency – to help delegate perform their role (even the new delegates)
- Efficiency – plan helps you focus tackle vision in an accessible and manageable way
- Plan helps the group focus on our common goals not our differences and individual agendas... help keep focus on NA principles
- Planning is a process and provides for flexibility and fluid and responses
- Opportunity to contribute and have an impact
- How it supports delegates fulfilling delegate role

Jim asked the Board how the items posted on the wall will help the delegate. Ron thought this gives them a way to get right up to speed with what is going on. Bella suggested sending out an orientation package that would include a strategic plan. Steve S stated that these concepts are still not meaningful... what does this mean. Becky agreed with Steve and pointed out that the value and here's how it helps has to be tied back them.

Techniques – strategies (effective ways to deliver message.)

- Face to face opportunities such as zonal forums, CAR workshops, Worldwide Workshops
 - Formal and informal
 - Connecting activity/priority that has resulted from the planning process
 - 2 streams of work
 - Everyday
 - Strategic use of remaining resources
- Tools
 - Use of NAWS News to reinforce key messages
 - Conference report and outline for talking points
 - One sheet handout of bullets of key result areas
 - List of latest accomplishments
 - Travel packages (knowing your audience)

Techniques – strategies at WSC

- Link discussion to the plan – make some result correlate with discussion
- Allow some flexibility in parts of the plan/prioritizing at the conference
- Be engaging—finding a way to breakdown the barriers
 - Taking advantage of the environment

Report on the PR Roundtables

Lib reported that the next roundtable is scheduled for November 17 in Woodland Hills with Treatment professionals. Roundtable four will be held sometime in March in Washington, D.C. with Policy Makers and will be the final roundtable for this conference cycle. Common themes will be highlighted after 3rd roundtable and provided to the board.

Board thoughts on how the Medical Professionals perceived NAWS:

- NA received very well and they were very supportive of our work.
- Surprised at how little medical professionals know about NA and the lack of accessibility information.
- Surprised at how little they knew of our literature and its availability.
- Medical professionals shared their experience with the local infrastructure inability to deliver service.
- Medical professionals did not see NA as exclusive resource however it seemed that many found this an opportunity to articulate some of their thoughts on our deficiencies.
- Medical professionals thought NA has many stringent rules. As long as NA does not allow targeted meetings to be formed (ex. physicians meeting, etc.) they will continue to send convicts to NA and professionals to AA. Initial identification impressions were very important.
- The inconsistently with delivered NA philosophy.
- Some of the doctor's stated that the world is changing (drug use and how it's being dealt with) and asked why does NA not have an opinion.

Anthony shared that having had experience with the roundtables, believes a tremendous opportunity is passing us by, by not utilizing non-addicts. A non-addict(s) could be created as a type of 'advocate' to speak on NA's behalf in specific arenas, expanding our resource base.

Friday 24 October

The meeting was opened with a moment of silence followed by Lib reading the *Just for Today* meditation. Steve Rusch and Travis joined the meeting for the CAR discussions

Financial Update Anthony

Through August 30 the correct net amount is \$479,000, which is about \$41,000 under budget. Year to date actual literature revenue is running \$260,000 above income sales. On page nine, under FIPT, literature revenue is a way to get a snap shot of literature sales trends. Hazelton has jumped back into the market, but are buying more Basic Texts from NAWS.

The income from literature sales was used to implement the Atlanta and San Diego world conventions. Now that the income is coming back it became clear that telling the story of why there is \$2,000,000 in our accounts will be difficult to tell. Therefore after some thought and discussion it was decided to liquidate long-term debts, upgrade equipment, pay off other debts and disburse around \$100,000 on lease holding improvements. The lease holding improvement work is to accommodate being here another seven years. The work in the building does will not deal with the shortage of warehouse space and as a result another warehouse location will be obtained within the next year.

Canada: we are currently waiting for a final determination on tax status. The board will receive status information from an attorney in Canada as well as the August comparative. Mike Quackenbush and Anthony will be traveling to Canada Service Office to attest to the legitimacy of the offices' existence and operation. This will also have to be done for Brussels.

Draft Audit report: Reporting form now confirms to our manner of budgeting and will make it easier for delegates to read audit and see what was approved. There are still a few things that haven't changed, one of them being operating income. A way to reflect this has been found and will be the only thing different on how we report.

2002-2003 Audit

Mike Quackenbush Presentation of the audit

Mike Quackenbush discussed the "Report of Independent Auditors" noting that there were no qualifications. Everyone referred to pages three and four. Page three indicates the four major expense categories; page four shows the expenses broken down into more specific categories.

Cash up and quite strong with investments and stated that NAWS may (suggestion) want to think about more investments. Also reported that receivables are up, prepaid expenses appear, and San Diego was paid more up front than Atlanta. Otherwise property and equipment haven't changed. Total asset come to \$6,000,000. Deferred revenue up and everyone was reminded that the money collected before the end of the year is deferred. Overall very positive balance sheet-unrestricted assets have gone from \$3,000,000 to \$4,000,000.

Mike Q. noted the many positive influences. On page three, *Income Statement*, publication sales are up over \$600,000. The State of California Department of Corrections has contributed at least 1/3 (\$200,000) towards the overall literature sales amount.

NAWS gross profit percentage slipped from 68 to 69% (1 point) that is the amount of money made on the sale of products less the cost of purchasing the product. This is nothing to be concerned about but something to be made aware of.

Other items and the amount made on the Atlanta convention contributed to NAWS revenue being up. Mike Q. estimated the affect on bottom line from Atlanta was about \$500,000. Conference contribution up \$120,000 and other revenue is \$90,000 (currency translations). \$1.3 is the net income for the year, actually almost \$1.4.

Board questions

- Should free literature be allocated to Fellowship development; the amount is in the \$150,000 ballpark. Anthony responded that free literature is reflected two different ways – retail value of literature, then add the \$106,000 plus of literature from fellowship development at cost which represents at cost. The board will receive free

literature cost amount.

- Executive Management asked if the *Annual Report* current format meets the financial reporting requirements. *Response:* Anthony stated that more information would be included with the upcoming *Annual Report* to accommodate financial requirements.

Engagement Letter

Mike Q. summarized the engagement letter: what is performed; letter goes into more detail about what went on in the audit, informs of significant account policies for the company, audit adjustments, and if there were any disagreements with Management.

Forensic Report

Reporting broken down into four categories, Cash, Payroll, Inventory, and Accounts Receivables. Mike Q. reviewed the processes used and read the findings for each category.

Cash – Recommendations

- A. Bank locked box is a system that utilizes the bank to log, deposit cash and checks. This would cost a fee. Second option has the receptionist log, endorse (stamp deposit only...) processing the check. (See page 4, item A)
- B. Recommend the disbursement checks be not given back to the person who disbursed the check. This can either be from the mailroom, inventory control or the receptionist.
- C. Spot check cancelled checks from time to time. Look at bank reconciliation statements and initial documents.
- D. Positive pay system is new in the banking industry and is a system whereby the checks go to bank and bank emails you a listing of all that is going to clear. Giving the final authorization piece.
- E. Reiterated the fact that all disbursements should have the proper authorization on the disbursement authorization forms.

Tom R. pointed out that NAWS is currently looking into a small clearinghouse for wires and would cost \$15.00 to \$30.00 each.

Payroll – Recommendations

- A. Unopened payroll to NAWS should be received and reviewed by someone other than the payroll clerk. This official would verify that all checks are for the valid employee and rates pay is correct.
- B. A particular employee pay rate needs to be determined and documented using the "authorization for change in status" form.
- C. *Medical Insurance* -- There doesn't appear to be any reason for NAWS to receive a check from payroll for insurance withholdings. NAWS can pay the withholding directly to the insurance company. Recommend NAWS transfer cash into payroll the total amount of the payroll less the amounts withheld.
- D. Contact the payroll organization regarding the problem of the issuance of a duplicate check to the particular employee. As it appears that there may be deficiencies in their own control and procedures.
 - a. When such checks are received, the second check should be voided immediately.

Inventory – Recommendations

A. NAWS consider bonding all employees who are involved in purchasing, receiving and the custodial function of inventory.

Accounts Receivable – Recommendations

A. That NAWS consider a more aggressive collection policy in order to improve cash flow and the collectibles of accounts receivable. (Some accounts were over 120 days – indicates a problem with customers paying on time.)

Statement and Auditing System 99

The board was informed that Statement and Auditing System 99 is something that takes effect next year and is the industry reaction to looking closer at fraud. Auditors will be more aggressive in identifying fraud (money and the manipulation of statements), meaning that this audit will take a better look at places in a company where there is a potential for fraud and will mean a 10% increase in auditing time and costs.

There were no objections to accepting the audit report as presented.

CAR 2004

Additional specific word input, copy edits etc. can be emailed to staff, only looking for agreement on the content. Would like to arrive at posing questions to people that will help facilitate discussions. The report is 9-½ pages before getting to motions and is an attempt to say that majority of the board's time will be spent on strategic items not motions. Ron affirmed the board's feeling that a phenomenal job was done on the CAR.

The board discussed how to have a productive CAR content discussion when we are reporting that we want to talk more about issues and less about the motions.

Discussion Points & Input

- State the key result areas ... and in the boxes state the same thing.
- Link headings with key areas results.
- Add questions in the body of the text to help promote discussions with the fellowship—give them something to think about. Thinking our members will want to have discussions and hoping that the way we write the material helps that process. Also using formatting to help them stick out.
- Point out the evolution and spirit of *Resolution A*.
- The fellowship is familiar with a certain language and the word *infrastructure* seems to be a change of that language- couldn't *service structure* be used instead. The other word is *tenor* as opposed to *experienced members*. *Response* was that the wording is directly out of the strategic framework, so if this is changed it needs to be changed everywhere. It was the consensus of the group to change the word *tenor* to *experienced members*.

There was further discussion on the use of the word *infrastructure*. Bella shared that it feels like language is being changed without having a discussion with the fellowship. This change and the reason for this should be explained. *Response*: the intent was to be more global, capturing a broader aspect rather than to cover just the area and regional service committees. It is important to start communicating the important role of the members at the local level and attempting to get members to think out of the box.

- It was suggested to include additional information on why the strategic plan is important to the delegates and telling them that we know the system is geared around the old way however the board is seeking to engage members in the process. Inform the members that we are seeking ideas on key result areas and that a dialog on any subject can begin prior to the conference.
- The body started discussing how to have meaningful discussion with the delegates about regional motions and why the board puts forth motions. It was noted that the board created a system where regional motions would be the last way to get an idea considered. Everyone has the opportunity to submit ideas via the project idea process; however members choose to circumvent that system. The way the delegates are looking at CAR workshops is the way they're looking at motions, a way to force the conference to make a decision right there.

Point out the benefits of using the project submission process and that it's inclusive for everyone. Give the example of the delegate stating their desire to work with NAWS and not having to put forth a motion concerning service material and pulling the motion because they were not aware of having a service material approval process.

Motions

Approve the Book and IP

Page 13 Bella would like more emphasis on the fellowship agreement with the project.

No input to Motions 1 and Motion 2. It was requested that the heading be clarified in Motion 3, e.g. revision, second edition.

This is just a clean up for the 3 days that quote the sponsorship material—to keep all the material consistent.

Basic Text

- In the first paragraph third to last line – use *project* as opposed to *text*
- Take a page from 1998 WSC and structure something in the discussion session to help and/or give questions to help promote dialogue.

Motion 4: needs to address no changes to the entire *Little White Booklet*.

Considering changes to the world service structure

Motion 5: no changes

Motion 6:

Heading *Eliminating The Mandate For Standing Committees*: suggest rewording last sentence because it seems to imply that committee structure was not attempted. Wording should reflect *...we've tried two successive conferences cycle one with the committee structure and one with workgroups...*

- Point made that a plan driven board allows for the maximizing of everyone's talents/skills.
- Point out that that the reason committees were not used is not because of not having enough board members.
- Functions have not been removed.

Saturday 25 October

Tom McCall not present.

CAR 2004 and Conference Reports

Bella suggested giving general questions about the CAR like how do you like it, what's the nature of your participation and what does it mean? Becky pointed out that if you give questions you are framing your discussion for the conference.

Ron thought the following questions could frame a discussion: what was *Resolution A* trying to resolve and in our current vision what would the answers be for NAWs. What were the issues?

David shared that he felt that there was enough input given and information presented yesterday. Feels that it cannot get any better than it is. Board decided to move onto motions and come back to this if necessary.

How do make the system work... header

- First paragraph the mention of the making a Regional motion should be an extreme step (put emphasis)... giving a *for example* pointing out the problem and a solution on *what do I need to do*.

Motion 7

- There was discussion regarding the sentence, which was taken right out of the 2002 CAR *this is an integral part of the consensus-bases decision making at the WSC that we have been striving to fully implement...* Seems the sentence is talking about voting.

Motions 8 and 9 is the report -recommendation is the report of *Resolution A*

Motion 10

- No changes.

Motion 11

- Remove *all* and insert *more*.
- Once decided, the board decision will be reflected in the board recommendation.

Motion 12

- Recommendation is the report of *Resolution A*

Motion 13

- No changes noted

Motion 14

- No changes noted however it was noted that the board's recommendation exceeds 150 words.

Motion 15

- Motivation for this motion is to have the WSC in a less expense hotel. WSC held at the Marriott because of meeting space. Last sentence under world board recommendation needs to be generic and reflect the board's point.

Motion 16

- The board will have to have a discussion regarding this prior to presenting the project plan. Lib offered herself and Ron to present something to the board.

Motion 17

- Recommendation is the same as motion 10. It was pointed out that the maker of this motion is fully aware that this motion will put the conference into parliamentary procedural chaos.

Motion 18

- Suggest changing the word *necessity* or completely rewording the sentence.

Motion 19

- Motion signifies that it would take a *CAR* action to change the color or design the medallion and key tags. Change the wording to reflect that *Group controversy is best resolved at the group...* or completely remove sentence.

One Book, Two Parts (page 19 move to Basic Text related items)

David suggests forewarning of all possible changes in the project, e.g. removing the pages that indicate the section titles, etc.

More *Resolution A* Discussion

- What is presented in the *CAR* is good for the motions, delegates will want to discuss *Resolution A* so more information on this should go somewhere else as well as have more discussion. What is reported basically says bury the report, which is what is believed the conference feels WS wants. Bella wonders if by preparing session profiles for WS travelers this can be dealt with.
- Ron reiterated that *Resolution A* sought to address the conference with the motions problem and some of what we are doing to address problems are: WSC seating, continual evolution toward a discussion-based conference, believe a discussion-based conference can involve a large group of people; the funding of regions has helped us move toward greater inclusivity. Vision for where we are going is a revamped *CAR*, assembly process; *CAR* regional assembly engages the local fellowship in direct conversation with us. Adding another layer of service would do a disservice in getting dialog between NAWS and the local fellowship. Qualify the one statement about delegate funding and about the financial aspects being a deterrent to getting a delegate to the WSC. Reference the *Guide to WS*.

Items from the Executive Report

The board was reminded that a section in www.na.org is being created for WSC Delegate Orientation and any input is to be sent to Eileen@na.org

Medallions

Anthony reported that our existing medallions manufacturer has been in bankruptcy for over a year and is manufacturing products without any assurance of their future. Therefore Anthony asked the board for permission to research other manufacturers. There was no objection to researching other manufacturers for remaking of the dyes for medallion and key tags.

Literature on the Internet

Assisting So. Cal with their motion made management think about NAWS current policy on posting NA literature on the Internet. Pamphlets have been posted on www.na.org for over 7 months and no significant problems have been brought to our attention.

Executive Management will present a proposal regarding posting items on the Internet with timelines and CAR recommendation is to allow registered service committees to post the Group Readings. The intent is to gradually increase the amount of NA posted literature. Aside from making the information available to our fellowship this should quell the fellowship's energy about not having the information accessible. There was some concern expressed with losing funds because of the posted literature. Anthony responded that this would not be known until book length pieces are posted. There was no objection with pursuing the idea of posting additional literature on the Internet and being provided with more detailed information in January 2004.

Fellowship Development Priorities

Executive Committee proposing Russia, South Africa, China and Arabic speaking communities are approved as the first communities visited in the priorities of fellowship development travel.

Anthony also mentioned that by our own lack of responsiveness the European Zone has initiated travel to some NA communities with the spirit of fellowship development. However during the EDM it became clear that in some communities where this travel has been initiated there are problems. Unfortunately unrealistic expectations have been created and focused at NAWS as being the adverse party. NAWS needs to find an effective way to meet those needs. This does not mean that NAWS will also be the face at these trips.

- Craig and David expressed the need for simple tools for WS travelers to share with the fellowship.

There were no objections to Russia, South Africa, China and Arabic speaking communities being prioritized first for fellowship development travel.

Reaching Out Workgroup

It was asked why the members chosen were U.S. based. Response was that group communicates by telephone only and international time differences were taken into consideration. There were no objections to the expansion of group.

Committed Motions

Motions and recommendations recapped. There was no objection to recommendations.

Adopt August Minutes

There were no objections to approving the August Minutes.

Action Item List

Project Ideas

Tradition Working Guide – EC recommended that this be added to future literature projects that may arise in relation to the Tradition workbook. No objections from the board to EC recommendation.

Key tags for every month – EC recommending not pursuing at this time. No objections from the board to EC recommendation.

Annual Report

The board will have a week to give any input before final drafting – November 1 deadline to Eileen@na.org

Future World Board Discussion Item

Ron shared his belief about the board needing to get past the idea of having to homogenize everything we write, say, etc. and our unwillingness to acknowledge this. Ron will send his ideas of core issues of particular subgroups existing and World Boards attitude towards the open inclusion. This will be added to the list of future WB discussion items.

Sharing Session

This is not a recorded session of the board.