

# **Narcotics Anonymous World Services, Inc.**

## **Approved World Board Minutes**

**22-25 October 2008**

**Wednesday 22 October**

### **Corporate Responsibilities**

World Board: Arne Hassel-Gren, Craig Robertson, Franney Jardine, Jim Buerer, Mark Hersh, Mary Banner, Michael Cox, Mukam Harzenski-Deutsch, Odilson Gomes Braz, Paul Craig, Ron Blake, Ron Hofius, Ron Miller, Tom McCall. Piet de Boer arrives Thursday and Antonia Nikolinakou is unable to be present.

Staff: Anthony Edmondson, Becky Meyer and Eileen Perez

The meeting opened with a moment of silence, the Serenity prayer and followed by a few announcements. Jim welcomed everyone back.

Goals for today: to go through the financial overview; lunch break and/or attend the memorial for Stu Tooredman then reconvene for the community building exercise in the Beverly Hills room at the Marriott. A time is to be determined later for the community building exercise.

### **Financial Overview of NA World Services**

#### **Anthony provided an overview of the last fiscal year**

NAWS is currently spending about \$100,000 more than it's taking in a month. Although it is too soon to project whether this trend will continue, we are reducing expenses and monitoring the next couple of months very closely to see if the trend reverses. There should be a good indication by the January 2009 meeting of the board as to what to expect in the upcoming year, etc. In the 2006-08 cycle, we dramatically exceeded our resources in Fellowship Support and Public Relations; as we move through this cycle, a balance between accomplishing NAWS Mission and Vision and financial reality will need to be found. Our ability to continue functioning at our current level is solely due to our ability to utilize our cash reserves. Although this approach will work for the short term, it is not a viable approach for long term operations. For the next quarter, a plan has been created that allows NAWS to accomplish what's needed during this time. Some of these areas are:

- Literature subsidies
- Translations
- Professional event attendance
- Developmental trips
- PR handbook projects

What is likely to change is the number of professional events that NAWS has attended. We will prioritize professional events and may forego attendance at some events in 2009 opting instead to pursue other priority PR objectives.

Staff has found creative ways to distribute the remaining Basic Text 5<sup>th</sup> editions; the Banta Warehouse currently has 8000, there is a small quantity of the miniatures left, and Canada Branch Office has about 200 books.

The 30 June 2008 income statement highlighted items that board members may want to monitor. The Business Plan workgroup is keeping their eye on trends and those highlighted items in particular. As an additional note - we are starting to see a decrease in key tag sales.

Reminder: In accomplishing NAWS mission and vision, money may be allocated to areas that do not

# Narcotics Anonymous World Services, Inc.

## Approved World Board Minutes

22-25 October 2008

bring immediate financial return toward accomplishing our mission and fulfilling our vision statement.

NAWS Cost of Goods (COG) June 2008--Staff continues to find ways to save money by researching cost areas, like producing literature in various communities. For example, Brazil is a community that we found by producing literature within country \$40,000 in printing costs have been eliminated thus making the book affordable to the Brazilian fellowship.

*Just for Today* - In the five preceding years, this was one book whose sales continued to rise; currently, we are not sure if we've reached a market saturation plateau with sales and/or incurring additional costs to produce. The only change which has occurred that could affect sales is the electronic *Just for Today* version. We will continue to monitor; we are not sure what has caused the decrease in sales. The *Just for Today* meditation book has not been produced outside the United States because of its trim size, which non-US production houses are unable to replicate.

*Step Working Guide* - Sales for this book continue to increase; it seems like the guide is becoming the institutional way for how members are to work the steps in Narcotics Anonymous.

NAWS Literature Production June 2008--Translations are not included in the cost of goods plot; however, it is important to note that this amount will increase. NAWS has an increasing number of translations requests from NA communities. Translations are usually done by a person/group living in the local community, however, there are times when native language speakers, who live outside the community, are contracted to evaluate material. An additional variable with translations is translator costs; translators are beginning to recognize their value and are charging more for services. In the last 5 years, there have been times where professional proofers have been utilized which are an additional expense.

Shipping was budgeted for \$414,693 and \$100,000 above budget was spent. The shown shipping and handling amount is for items sold; the shipping costs associated with 'give away items' are attributed to Fellowship Development literature. In December, the Business Plan workgroup will discuss a change to the shipping and handling policy; this discussion may result in the creation of a strategy to change our current shipping and handling costs. The countries where NAWS had been incurring the highest costs are where those expenses have eliminated (Brazil, Canada, and Iran).

The board needs to expect that Overhead cost is a reality of doing business and will continue to rise. Overhead had been stable year to year with a 3% increase; however it has now risen to 19.82% and up 14% more than expected. There may be some fluctuation in overhead cost but do not expect it to go below 9%. If this overhead trend continues, the NAWS Financial Plan will need to be revisited.

World Service Conference Support – The publication line item should be closer to \$100,000. We are beginning to do an analysis of all of NAWS publications and presenting the analysis to the board.

The Business Plan workgroup made a decision to add a callout box on the website which allows members to choose electronic subscription of the *NA Way*. A suggestion was made to add a donation envelope to the centerfold of the *NA Way* Magazine. The board affirmed trying out an envelope in the centerfold of a magazine.

**Decision:** Board agreed to a trial experiment to include a donations' envelope in the centerfold of the *NA Way* magazine, and create a callout box for NAWS News E subscriptions.

Donations by Type 1996 – 2008 plot shows all donation sources, and the red line identifies regions. In the regional amount, one contributor is \$170,000. When looking at donations, it appears that communities are increasing their contributions to NAWS; however, Northern California contributions skew the image. The reality is that NA communities have not increased donations. The board agreed to find a way to weave a message that supported the premise of delegate funding to WSC and

# Narcotics Anonymous World Services, Inc.

## Approved World Board Minutes

22-25 October 2008

regions who previously funded their delegates are not donating that money to the WSC. Some of the area and zonal increase is because we tell them to send us donations rather than fund our travelers because it is easier for us to make our own travel.

**Decision:** Provide the board with cost to fund Delegates to the World Service Conference

- Tom would like to see the difference in cost, i.e. what we receive vs. what we need.
- Arne would like to see the data show what it cost per group – updated in *NA Way*.

**Parking lot Issue:** The board is to discuss making fellowship donations information routinely available.

Fellowship Development June 2008--Between now and beginning of 2009, we are set with committed travel requests. However, once these travel commitments are fulfilled, we are going to study travel requests a bit more. One adjustment will be our attendance at PR professional events; we've already made a commitment to try and make a difference in Spain. Other than Spain, NAWS attendance at PR professional events will change. Financially the difference in cost is about \$300,000, can't envision not providing free literature, but do foresee adjusting the quantity of that distribution.

Fellowship Development is most expensive in countries like E. Europe, Russia, and Indonesia; and local members were funded to attend/participate at these events. A follow up commitment to 3 of these areas has already been made and it would be ineffective for NAWS not to follow through. Nonetheless, future events will be analyzed by assessing the value and the merit of the trip.

Production of the Russian Basic Text and *Just for Today* is also being experimented with in Russia as a way to reduce expenses and other losses that would be attributed to making literature available there. Russia is the best example of community offsetting the cost and marking down literature cost by local members distributing the book.

WCNA 32--World convention summary shows the deficiencies in income (-\$584.292). This plot also shows efforts at lower expenses wherever possible.

Registration--15,000 registration packets were bought and it was more expensive than expected to implement registrations. Everything connected and attributed to registration is allocated in dollar amounts shown, i.e. coffee houses, space procured, etc. As a side note, in some ways pre-registration gave a false impression on what the total registrant number would be.

Special events--Concerts tickets were expected to sell more than actually sold and \$500,000 in expenses was incurred for audio and visual for a facility we did not need to use.

Income Breakdown--2001 and 2007 Income breakdown shows the relative stability of the income model over a period of time.

Plot of NAWS Key Balance Sheet Indicators--Due to the nature of our product stream we are not holding any of our inventory items. The snapshot of NAWS overall health explanation recapped.

**Decision:** September financials will be sent to the board.

Plot of WSO Sales to Hazelden--threshold illustrated. Expect to see \$4000-\$5000 purchases every year.

Average Book Prices--Illustrates the relative cost of books over time.

Total NAWS Sales 7/1/2008--6/30/2008

Legend

ZZZZ: <a href="#">Developmental</a>	ZRUG: <a href="#">Drug courts</a>	SCHL: <a href="#">School</a>	GOVT: <a href="#">Government</a>
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# Narcotics Anonymous World Services, Inc.

## Approved World Board Minutes

22-25 October 2008

areas			
RESL: Resale	REGN: Region	OFFC: Contract Office	AREA: Area
NONF: Non-fellowship	HOSP: Hospital	GROU: Group	CORR: Corrections
CNTR: Treatment Center	BOOK: Book	OFFB: Regional Service Office-no contract	

Operating Days--numbers are based on 300 operating days per year. Cash balances as of October 17, 2008 is \$1,694,227, daily operating cost as of June 2008 is \$26,769, and the total number of operating days are 63. 15 months ago NAWS had 150 operating days; however, we are currently surviving off these reserves. By the January 2009 Board meeting, we should know what our operating reality is.

**Decision:** The board will continue to receive financial snip it's of what meetings, events, etc. cost to help the board calculate expenses and report if necessary.

**Decision:** Would like to see this type of an update throughout the cycle, another update will be presented in January 2009.

- World Board meeting: \$40,000; this amount does not include staff resources and if the board meeting involves Strategic Planning, there are additional expenses.
- Worldwide workshop: Each worldwide workshop averages about \$37,250; this is now \$21,000 more since its inception in the year 2000.
  - FYI: Australia funded all their RCM representatives to attend event which was quite impressive.

Anthony stated that aside from the *Sponsorship* book, literature sales have been relatively flat; therefore, unless there is a significant spike in our Basic Text revenue, we must continue to be prudent with expenses.

Correction for the NAWS Literature Production June 2008 slide: the actual expense for Iran is \$58,763. The difference in income is \$69,730, production expense is \$68,783. Although it appears that the Iranian office is making a profit, operational administrative expenses were not factored in and during that same year, a \$40,000 loan and \$50,000 expense for the move to the new office.

The Iranian members have an excellent marketing stream. If it weren't for the *NA Way* and merchandise sales, Iran would lose money. Members buy the *NA Way* which was started as a way for the local community to offset expenses. Merchandise sold is mainly for the meeting setting e.g. little sayings, table covers, and other things used by members in conjunction with the meeting process; they also sell many pens and key tag trees.

### Barcelona Spain World Convention 33

Roughly expecting 5000 people to attend; however, we should be able to determine the registration number trend by mid January which will allow for better projection of what will be needed for the convention. Room blocks and convention space will be procured based on those numbers.

Generally 2000-3000 people attend world conventions outside Europe but this also depends on the location of the event. Hence think videos, flyers, and other ways to distribute information should be thought about; the flyer is also being translated into 5 different languages to help spread the information.

Convention center--presently negotiating with the center; however, there will still be a loss even if we get what we want.

# **Narcotics Anonymous World Services, Inc.**

## **Approved World Board Minutes**

**22-25 October 2008**

WCNA 33 Budget--At present, board travel is not factored into the convention budget and will cost about \$80,000 to fund the board's travel. This board, as a body, has to decide the value of the full board's presence at WCNA 33. Certainly, there are those who would perceive that no board members' attendance as a great loss; the board must consider everything when having this discussion.

Airfare--We have a decent deal with American carriers and European carriers are almost impossible to compete with.

PR Firm in Spain (fellowship development)--There are some targets of the population that this firm could better reach than us; we have to start trying to affect the conscience of who NA is in Spain, as they have no knowledge about the organization. We are currently contracted with a PR firm for 4 months; if our goals are not met, this will be discontinued.

The board talked about ongoing Hilton negotiations.

**Decision:** WCNA 33 link to the EDM website.

Due to the passing of a long time NA member/trusted servant, the board decided to stop their board meeting early to attend his memorial. After the memorial, the board will reconvene at the Warner Center Marriott, Beverly Hills room for a community building exercise at a time to be determined by the board.

**Thursday 23 October**

### **Facilitation Training with Jim DeLizia and NAWS Staff**

The board and staff spent the day in facilitation training exercises.

**Friday 24 October**

### **2008-2010 NAWS Projects**

The meeting was opened with a moment of silence followed by the Serenity prayer.

#### **Service System Project Update**

##### **Approve addition of task to existing charge**

##### **Discuss, input on, and approval of the direction of the Vision Statement**

Craig reported the workgroup met for the first time in September, focusing on project goals, an initial draft for a Vision Statement for all NA service efforts and background materials. However, after yesterday's session with Jim DeLizia, it was thought to ask the full board whether NAWS would be best served by 1 or 2 vision statements.

Issues discussed by the Service System workgroup were: the disconnect, the ineffectiveness of our service system, the lack of understanding with roles, interdependency with services structure and recognition that some service structures are stronger than others. Workgroup also talked about solutions to assist the service system. This was how the workgroup arrived at developing a

# Narcotics Anonymous World Services, Inc.

## Approved World Board Minutes

22-25 October 2008

statement or something for the fellowship to understand, to connect to, to help get everyone more interested in being of service.

The developed Vision Statement for all NA services is directed toward local services; however, after more discussion during the training session yesterday, it seemed like having 2 statements might be problematic. Workgroup is being mindful of fellowship communications but wants the board to discuss advantages and disadvantages of having 2 vision statements, what the vision statement(s) may resemble and finally, communications and engaging the fellowship in this project.

Before opening discussion regarding 1 or 2 vision statements, the board was asked to consider adding a fourth bullet "*frame discussion and develop tools for WB and staff to engage the fellowship*" to the Workgroup charge. Mukam added that the concerns were discovered midstream and believes that nothing this workgroups does will succeed if the fellowship does not take ownership.

**Decision:** to add a task to the charge modifying language in 4, to capture the idea from #3 in the Charge.

What might be included in a vision statement? *What it would look like*

A vision statement is a goal (destination) and a mission statement is what is done to get there. Jim D asked if a mission statement or defining the purpose of a component of a service structure would be written. Discussion points:

- Tell the fellowship that the original idea was that the current statement was going to grow and change...and after drafting a statement, the workgroup realized that the statement drafted by workgroup may not serve the fellowship's best interest, after more thought believed adjusting the current NAWS Vision Statement would be best. Believe the fellowship will understand and accept.

Vision statement-Organizational Piece

- Current vision statement is beautiful and does not need changing; suggest adding an introduction that ties into the NAWS Vision Statement.
- Sometimes the thing we want to do is make things more specific than we really need to do. A vision statement is a lofty idea of something that most don't intend to reach. Second bullet of the NAWS Vision Statement is already accomplished; the vision statement is talked about no matter where we are. Everyone understands when it is presented and connects with the statement. Anything we do to make that more complicated will not work. Many will not understand.

Vision Statement-Speaking to directly to the member

- Although we are all connected, we want to create something that creates a buy in, shows benefits. Does believe that this will be more than just a little tweaking.
- A vision statement that does have brief succinct points that the fellowship can rally around. Adapting the statement as a single vision would be more unifying.
- Invites fellowship to create a local vision or mission statement under our single vision statement. Asks if the fellowship will be engaged to in this process.
- Have a common mission statement for the area, groups, and regions.



# Narcotics Anonymous World Services, Inc.

## Approved World Board Minutes

22-25 October 2008

- NAWS statement will be hard to fuss with and is a statement that points to undertaking of a particular group of people. If you look at statement of the Service System, you will note that it pointed to why people relate to each other and how they do service. The Service System statement tries to address how we accomplish things. We could combine the ideas with current statement reshaping the current vision statement. In addition to this, service system is not a statement of a service rather a service attitude.
- 1 vision statement with 2 components. Seems like we only address carrying the message but not the part of keeping what we have by giving it a way.

**Decision:** in premise everyone agreed with having 1 Vision Statement.

What might be included in a vision statement?

Feelings of uneasiness express by one of the workgroup members. Although everyone is agreeing right now, in 6 months believes this body will come face to face with the challenge of creating this statement and everyone will not agree with content although we are all saying we agree.

There is a division amongst the group with what a vision statement is supposed to do and say. After a break the board will come back and continue discussion on Vision Statement content. Discussion points:

- Believe the statement is supposed to be an inspiring statement.
- We have one primary purpose. Believe the current statement was written to NA World Services and has good components but does not connect with the local members and that's not where we want to be.

After reconvening Craig announced understanding that original reporting focus is different than what is currently being presented which always creates frustration, uneasiness and confusion. However, the workgroup thought it important enough to change in order to get the board's input.

Junior asked for background on how this was developed and Becky read the conference participants approved budget/project plan, adding now it is how we will accomplish this project plan.

In an attempt to direct the workgroup, Craig asked for the board's thoughts on what a vision statement should accomplish. Discussion:

Members

- 2 members believe the statement should be an inspirational message of why you do service. An actual vision statement is a philosophical framework.
- Something we all stand by, makes me feel a part of NA, and provides clear direction – clears his head when he's confused-his northern star.
- Motivational, that inspires people to get involved in the vision.
- Need something to help us, road marks of different service levels that give more direction on our current vision, something that unifies and makes everyone want to take the same road. Maybe an introduction with beautiful language.
- Something with a local component, something that members can take ownership of. Right now it says NA World Services and always wondered why it didn't just say NA communities, local, etc.

# Narcotics Anonymous World Services, Inc.

## Approved World Board Minutes

22-25 October 2008

- A statement of inclusivity for entire service structure.
- In the process of being more inclusive believes the fellowship should be asked their thoughts before the board takes this on, this would reflect the fellowship's wishes for vision, how they feel, and their desires on what a vision statement should be.

### Organization Statement

- Part of what our vision statement does is present us externally, so wonders if we make this more local whether that will be beneficial

Group is still divided with the function of a Vision Statement. Some believe it's an organizational piece and others think it should speak more directly to the member.

- Difference between a vision and a mission statement; our statement is a combination of the two. Our 2<sup>nd</sup> bullet is our mission and what we are about. Wonders if we can add language of wanting others to get involved... maybe not change what we have but incorporate wording that invites people to do what we want to say. Future looking, but inspirational enough that invites everyone into our service structure from the region down to the group.
- Part of what the current Vision Statement says is that as members, if we all did our service efforts perfectly, this would be our result; don't think it's supposed to motivate me as an individual but something that says do you want to be a part of this. Our vision statement has helped to keep us striving for what is written in the bullets.
- Feels our statement doesn't embrace local members. Suggests removing 'exclusively for NA World Services.'
- If we remove some of our direction, will it lose what we have been working toward?

Craig responded to that question; generally no, hopefully what we craft will include and be a part of World Services and that part of NA the message would still be the same. We also have a Strategic Plan that continues to provide direction.

Travis added the first bullet is our primary purpose as a vision statement. Therefore thinks it would not be useful to turn that into a Mission Statement. However, there are other possibilities for example rewording the second bullet, or melding the two statements or taking the best from both and combine, but only the board could decide.

- This statement has been very important to me, my group, area and region. When I first saw the statement I knew that I belonged to the world and I wouldn't change it. The region of Sweden knows and loves this statement. The problem he sees is something else, not the Vision Statement. Maybe the problem is in describing the different kinds of service, how local members could be courageous enough to reach the current Vision Statement. Our current statement is a God given thing and we should not change it.
- The board's task is to create but the dilemma is what to do with our current statement. Believes we need to create an NA service vision, not a fellowship vision because we have that in our current vision, but a mission statement for the NA service/fellowship.
- The approach taken by the Service System was to try to describe a future state that inspires people to create services. The first part ties us to the primary purpose; the second is directed to be a future state and the third a future external state. The hope is that at some point you hope to have change because you reach it and it becomes a Mission Statement. Add a bullet but not sure what that would be, maybe something members are inspired by, a 'joy' bullet of



# Narcotics Anonymous World Services, Inc.

## Approved World Board Minutes

22-25 October 2008

some kind. A bullet describing a future state. Also, likes the idea of providing tools for others to develop their own mission statements. Maybe just inform the fellowship of the current state, believes the fellowship would provide some direction. There is a mission statement in NA and that's the fifth tradition and all this other stuff, lacking the mention of primary purpose or mention of addicts getting clean, is nothing but overarching in nature.

- Thinks we need to insert our vision statement in more of our publications because it seems to be one of those best kept secrets.

Mark would like to get clear direction from the board for the workgroup. The charge says to have a vision for NA services not create a Vision Statement. Wonders 'why am I thinking about this, why do we have this project, what are the needs'; response is because of our current (common) problems about service challenges. Now starting to think the current Vision Statement is fine and what we need to be discussing is a very different piece other than a Vision Statement. Looking for clarity has no idea where we are going with this discussion.

- Except for the joy bullet and that could be added sees the draft Service System Vision Statement being incorporated into the current statement. Also heard just remove the 'NA World Services' from our current statement. We know there are issues in our structure but unsure on how to get members inspired. Maybe we could say *all service* instead of *Narcotics Anonymous World Services*. Also direct area and regions to create their own statement. We have the vision of the primary purpose so don't we need to create something new. Everything everyone has said except for the few new points (joy bullet, remove world service, and the region and areas creating their own) all addressed in our current Vision Statement.

Discussion stopped in order to get the pulse of the board, options are:

<b>Straw</b>	New Vision	Major revisions	Minor revisions to existing	Keep existing Vision
<b>Poll</b>	Statement-0	(changing bullets)-3	Vision Statement (making it relate to the fellowship as a whole)-9	Statement as is-1

Craig expressed not continuing with planned session as there would be no value in starting a discussion about engaging the fellowship when this body is not clear. Instead would like to take what has been said, present it to the workgroup. He went on to say that the workgroup did talk about session profiles for workshops and believe the fellowship can be engaged in creating some kind of call out about 'service delivery' asking the fellowship to submit their best practices. **Decision:** There was no objection with presenting information to the workgroup.

- Mark stated, for the record, that he liked the Vision Statement drafted by the workgroup; in his opinion, it creates a greater spiritual awakening in our members. Doesn't believe that just striking out a word and moving on is effective. Believes an important piece and opportunity is being missed.
- Ron H; initially was resisting the thought of major edits, but if workgroup said that a significant issue in our fellowship is a horizontal disharmony, and they wanted to craft a bullet to capture that – doesn't believe that would be a problem. Also agrees with making general revisions, like removing NA World Services; would support workgroup if workgroup captured all thoughts.
- Mary wanted to add additional comments regarding there being many places in the US that do not buy into the Vision Statement and wanting a statement that all of NA, at all levels of service could buy into. Hopes revisions are done in a way that would be marketable and applicable with internal and external structures.

# Narcotics Anonymous World Services, Inc.

## Approved World Board Minutes

22-25 October 2008

Craig also shared that this body should keep in mind that some members of the workgroup thought the NA World Services statement was all we needed and that at this point no one needs to get locked into what is major or minor edits- more will be presented to the board.

Mukam; in addition to what Travis said, has clear idea of what the workgroup can do at the upcoming meeting; however, she wants to be clear about not creating session profiles; with the way discussions went today, the workgroup's work will be at least a quarter behind. Hofius affirmed that the straw poll was not binding.

Having to take a step back is not unusual and it would be far more frustrating for a workgroup to continue along with tasks and then be told they are not moving in the right direction. It's better this occurs now rather than later. Challenge will be having strategic discussions rather than getting bogged down with details.

### Discuss the need to raise awareness and interest of the project in the fellowship

This discussion postponed for another meeting.

### Self Support Pamphlets Project Update

#### Give input on and approval of proposed focus and audience of two self-support pieces.

Executive Committee agreed to have Ron H be the liaison in an unofficial capacity between workgroup and World Board since there are no board members on this workgroup. **Decision:** everyone agreed with Ron H being an unofficial liaison between the board and workgroup.

Hofius recapped some of the things the workgroup discussed; for example, it was felt that an overabundance of money was being expended on merchandise and events and that may not be the most spiritual way of contributing which is the reason the workgroup is focusing on voluntary contributions. There was also discussion regarding forms of revenue streams identified by the workgroup that constitutes self support; and a more healthy and spiritual mixing of streams given the spiritual nature of Narcotics Anonymous. Those are 1) event revenue, 2) merchandise, 3) literature sales and 4) voluntary contribution.

Other than putting money in the basket, workgroup didn't fully explore other revenue streams given that workgroup wanted a little more direction from the board.

Given the report the board asked if they agreed or disagreed with streams identified as constituting self support before proceeding.

**Decision:** Board agreed with 1) event revenue, 2) merchandise, 3) literature sales and 4) voluntary contributions constituting self support. Premise is that these all constitute self support and right now are just trying to speak to the level of principle.

- For the record Franney noted – not wanting to lose the fact that merchandise and events are part of revenue, and to remind people that we shouldn't lose sight of the spiritual embodiment in these categories, e.g. the responsibility of managing these things effectively, ties into Twelfth Concept.
- Believes we underestimate what is given in the basket; it may not arrive at NAWs but believe most groups are self supporting and donate to the areas and regions. A tremendous amount is accomplished but at some point it does not make it all the way through. Hopes the drafted message is fair and takes this into consideration.

Workgroup understands and believes that we are a mutually supportive organization and want to speak to the global aspect of self supporting of NA as a whole.

# Narcotics Anonymous World Services, Inc.

## Approved World Board Minutes

22-25 October 2008

- Travis and Hofius were asked if the workgroup thought or talked about non-member contributions. Hofius responded that there is a difference between an addict buying a book and a non addict buying a book. The difference being the product was created and used by an addict.

The board is divided in opinion concerning what is and isn't an acceptable contribution.

- Believes there could be more approaches like internal and external; how is one more spiritual than another. Internally it does not matter if it's paying for a book or registration. Externally; questions who else contributes to our organization that should be investigated more thoroughly? The equity is more spiritual than physical and all of these ways are equally spiritual. Many support NA by purchasing books, t-shirts, merchandise not because they want items but to support NA. Yes, there are some that want the items but there are those who only want to support NA.
- We talked about in some members minds there is a difference between contribution and donation – each is about voluntary giving. It may be our definition not the words. Whether it is a contribution or donation - each one is a gift and a choice. Also, to say something is more spiritual does not serve a common purpose. Noted: there is only goods for value exchange when we are talking about registering for an event; it is not a contribution. This would also be good article for the NA Way.
- Goes back to question; ...a non-addict purchasing a convention registration not being self-supporting. Believe we will meet that voice more than anything else and it will be important for this body to talk about this and have the same understanding.
  - So, are car washes different?
- Does not see how buying a t-shirt is supporting NA, is beneficial or is spiritual.
- We should say 'declining outside donations' because money from a non-addict would be receiving something for nothing in return; but at the same time, we don't know when a non-addict is buying an NA item because we don't ask if they are addicts or not.
- This topic will be challenging a very old philosophy in this fellowship. This will be about changing the culture about being self supporting in our fellowship. There are a lot of feelings, misinformation and perpetuated nonsense that this project will confront. In the spirit of giving to give, without any return, is what is pure.
- This issue a non member sending NA money and NA not accepting is a very important issue and would like to us provide guidance and information for the fellowship. The other issue is about fund raising, like car washing and the entrepreneur membership of our fellowship, the misconceptions regarding many aspects of this subject in our fellowship.

Believe there is a way to do this for the pamphlet and will further with a certain population.

### Themes

- Beware of some ways being considered more spiritual than another
- A donation is giving something without regard and the truest form of giving
- There are some gray areas with internal and external
- Fundraisers (car washes)

More discussion and Jim read something from *It Works How and Why*, believes that another rub

# Narcotics Anonymous World Services, Inc.

## Approved World Board Minutes

22-25 October 2008

will be the quote that says *only groups are self supporting*. Without realizing it everyone is using this in a broader sense. Travis wanted to make sure everyone understands that what it actually says is that “*we ought to be self supporting*.” The *It Works How and Why* also says that *one person’s contribution is not more important than another contribution*.

The board directed to focus on decisions for the longer and shorter piece.

### Longer, More Philosophical Piece

Self-support report pages 5-6 revisited: The workgroup is using the current material and will basically add material to enhance what is written, it’s philosophical in nature and making the member the focus. It is the basic outline of self support. The Q&A section maintained at the end. Principle will be applicable everywhere.

**Decision:** There was no objection to focus of the longer, philosophical piece. Added; the workgroup hopes to have a draft for World Board at the January 2009 meeting.

### Shorter, Graphical Piece

The shorter piece is focused on the group and about how groups donate with other components, for example, how much does it costs to fund our services, etc. Call outs or slogans will be used as well; an example of a quote is “I realized that what I contribute is less than I pay for a cup of coffee”.

As a result of the work on these two pieces, the board will need to decide on revisions to be in accordance with these two pieces.

- One of the pictures regarding where the money goes that workgroup was thinking about using is a basket with money that contains all currencies.
- Workgroup is discussing developing a pull out piece

A recent home group discussion shared regarding fund flow and believing this piece will provide direction. Think members are more than willing to do what World Services wants; they just need direction. Therefore, we should be clear when speaking of percentages. The change will provide a group’s direct relationship and give another level of accountability.

**Decision:** There were no objections on the focus of the shorter piece.

### Share any ideas about content to include in either piece

#### Project Update – *In Times of Illness* revisions

Mary and Jane recapped the workgroup’s meeting and the report can be found on page 11 in the board report. Workgroup met last weekend for 2<sup>nd</sup> time and Mary mentioned that Tonia and a workgroup member from Ireland were unable to attend the meeting; however, they submitted written input for the draft revision.

The revised draft addresses the points in the charge and contains material from the current *In Times of Illness*; the draft has been written in a warmer tone, has more spiritual principles throughout and reinforces basic NA tenets regarding a sponsor and meeting attendance.

Key points: Abstinence and medication, statement about DRT medication, narrative about service and medication, mental health, chronic illness section expanded and the workgroups recommendations. Workgroup recommendations are to: 1) revise bulletin 27 to include Hep C and expand information

# Narcotics Anonymous World Services, Inc.

## Approved World Board Minutes

22-25 October 2008

regarding HIV no longer being a death sentence and 2) request the board to define abstinence.

Everyone reminded that the board already has to discuss the purpose of bulletins (Piet's parking lot idea) before taking on a defining abstinence (parking lot).

Ron B. suggested changing to 'self-medicating' rather than not medicating ourselves or treating our own illness.

A concern was raised that the population of newer members under the influence may be missed and Mary stated that the mental health piece addresses members coming into NA on medication.

Concern with the point made in number 3 – wants to be sure the information is warmer.

Mary committed to providing an updated workgroup letter with the 1<sup>st</sup> draft in January to the board.

- Information regarding elective surgeries or fairly simple surgeries being performed and the caution regarding medication for something that will not take long to recover from is important and addressed in the Emergency and Medication in Recovery sections.
- Sections include personal quotes (experience) and quotes from NA literature.
- DRT addressed in treatment of chronic pain not as a form of drug replacement therapy. Workgroup also tried to address the issue of the type of doctor that prescribes anything a patient requests.

A point was added that everyone needs to be mindful that we would speak more bluntly to a sponsee in providing direction than what an organization writes in their material. In Brazil, for example, there is a law that allows anyone perceived to be an obstacle to someone taking their medication to be sued.

- The board asked to pay attention to the section about non prescription medication.

Plan as the workgroup sees it now: workgroup will have a draft hopefully sometime in December, then the draft will go to the World Board for input at their January meeting. **Decision:** there were no objections with the focus of In Times of Illness workgroup.

The board ending day with closed sharing session.

Saturday 25 October

2008-2010 Work plan

The board meeting opened with a moment of silence, Serenity prayer and a few announcements.

### Review Revised Work plan

**EC reviewed at this meeting; this normally would have been completed during the last EC meeting but due to the accident it was not.**

#### April 2009 WB Meeting

Jim recapped the Executive Committees discussion regarding alternatives for a retreat style meeting due to the current project load and NAWS' current financial position. Therefore the EC thought the best compromise would be a hybrid type retreat or just a regular meeting given everything that is occurring financially and with current workload. Jim asked for other thoughts from the board.

## Narcotics Anonymous World Services, Inc.

### Approved World Board Minutes

22-25 October 2008

- Understands the financial burden but really thinks that something should be put aside in April to help this body bond, believes this aspect of board work should be prioritized. Recovery and program oriented.

Jim added that one of the options discussed was to have an afternoon offsite as a group.

- Truly understands the concept of wanting to bond and spend time together however it currently costs \$40,000 to hold a World Board meeting and every day added is additional \$10,000. In April, we are scheduled to have another Strategic Plan session with Jim DeLizia which is an additional cost and must include staff. We have to find a way to balance being financial responsible and bonding. Don't want to be an IAAIG type of company where we report one thing and do another. We need to really acknowledge our current state and be responsible.
- Understands both points, but in thinking back it has been a long time since this body has broke early and even had a meal together. Suggested just breaking early and planning one meal together in the park or at the Marriott, doesn't care whether it's just the board or if it includes staff as well. Believes that could be accomplished without adding a day or cost.

Jim acknowledged seeing many of the board members agree with the last bullet point idea of having dinner together. The EC will take input and report back with a recommendation. Also added was to break early:

- Getty Center
- Golfing
- Agrees a retreat is not prudent right now but aside from time away from work, does believe that with the current workload this body needs to find ways to structure the agenda that allows for some of those philosophical discussions.

Jim assured the group that this input will be discussed with the EC. Becky added that there are also little things that could be done like the board taking one night to have dinner together. Anthony stated that it's clear that everyone agrees with not having a retreat style meeting right now, and possibly incorporate a dinner night together like the board used to do.

**Decision:** The EC will take discussion thoughts and come back with a recommendation. The board also agreed to try and schedule a dinner night together once at every board meeting.

#### WSC Committed Motions (Jan WB Meeting)

As a part of the Workplan the EC discussed inserting discussion concerning committed motions in January. **Decision:** WSC committed motions discussion will be scheduled into the January 2009 meeting.

#### WSC Seating (Jan WB Meeting)

NAWS has received requests from Lithuania, and a community from South American. Staff has also heard that Denmark will be attending the EDM and working very hard to not recreate past pain. Travelers to Finland had a discussion with members and reminded them they were previously seated but because it's been a while since they attended the WSC they weren't sure if they were still considered as such. Expecting them to participate



# Narcotics Anonymous World Services, Inc.

## Approved World Board Minutes

22-25 October 2008

at the EDM; expect they will attend the next conference.

**Decision:** WSC Seating–April 1 is the deadline for seating request for regions not resulting from regional splits. WSC seating discussion will also be placed on the January 2009 meeting agenda.

### Interaction with the HRP (Jan WB Meeting)

EC discussed the possibility of meeting with HRP for ½ day in January and focusing discussions on the RBZ and/or anything they'd like to forward to delegates since they really don't interact with the fellowship. Anthony, Jim and Greg will have a conference call on November 12<sup>th</sup> to gather additional thoughts from Greg. This will also be an opportunity to have casual interaction with the HRP. January is also the beginning of the board developing a list of nominees.

**Decision:** No objection with meeting with the HRP for ½ day in January, and the EC will develop something for this time with HRP.

### Workshops

Jim highlighted discussion regarding travel, the first quarter of this cycle is decided however future requests will be scrutinized more.

Not listed is the November 2009 commitment is Japan as well as additional follow-up trips that have already committed to. Next 2 Worldwide workshops are planned and will be held in California and Massachusetts.

- 27 Feb – 1 March – Oakland California
- 19-22 Nov 2009 – Peabody Massachusetts

**Decision:** The board will send travel availability to Eileen.

### Standardizing Session Profiles

There has been some discussion about developing standard session profiles because staff cannot continue to adapt material with the current workload. There have been two occasions where staff was unable to complete project work due to this issue. Whenever necessary profiles are adaptable, travelers should start communicating with each other before a trip as well.

It is also important to remember that what the board may see as a casual request sometimes is not.

**Decision:** There was agreement with developing a type of standardized session profile and providing to the board for input.

Self-support (2 pieces) and ITOI (1) – the board will need to discuss dates for releasing drafts to fellowship for input.

**Decision:** Timeframe being March, April, May for fellowship review and input process for *In Times of Illness* and Self-support. These dates will be published in the upcoming *NAWS News*

### Living Clean Survey

Bob, Tom, Franney reported that the Living Clean workgroup will be meeting for the

# Narcotics Anonymous World Services, Inc.

## Approved World Board Minutes

22-25 October 2008

second time in November. There has been Living Clean material posted on the internet for one week and we have received 30 responses thus far. Anticipate collecting data until it wanes, but expect the deadline will be the end of year. Goal is to have an outline of the first chapter and present a more lengthy report to the board in January.

The workgroup talked about a chapter on moving, which they hope will apply to everyone, newcomer moving into first place, stressors of just moving, etc., background information is included with the survey.

**Decision:** Develop Talking points on Living Clean project – create the story of how this project was created, etc.

**Decision:** Simplify the http address – so that it ends with *Living Clean survey* anywhere it is reported.

### IDT discussions / IDT Bulletin Boards

If we are going to revise the discussion or bulletin boards then this body needs to have a sense of what they want to do with *Leadership, Communication and Responsibility*. And travelers have to really think about how to improve or create a better IDT when they facilitate sessions.

- Mark and Mary suggested developing a type of trip debriefing form for the board and for RD's. Something that is simple and allows travelers and participants to provide input to session profiles, evaluate travelers, describe what worked, what didn't work, etc.

Jim also added that the EC talked about creating a discussion board for board dialog. This led into a brief discussion regarding a dedicated area for the board on the bulletin board. There is some interest however some of the challenges are language barriers, everyone does not have the same skill set to navigate a bulletin board, some board members already finding it difficult devoting time to this or enough staff resources to moderate.

Jim B interjected that an option could be continuing with "reply all" emails as we do for other things; the only problem is that responses are not chronological and are difficult to follow. On a bulletin board, postings would be listed sequentially, but understands the navigation of the bulletin board is hard.

**Issue/Parking Lot for staff:** suggestion to create a database document store that is searchable.

### Online bulletin board issue for IDT versus the service specific area boards

The IDT areas of the bulletin board have become a strange type of chat space and except for the service area they are not really being utilized for what they were created for. Everyone encouraged going out to the IDT bulletin boards because the board will need to discuss their value. Understand this could be seen that this is just another avenue for our members to talk about whatever, however would be concerned with potential harm if a newcomer or non addict searching for NA information came upon this. This body has had a few discussions about doing a better job of monitoring these areas.

- Updating PSAs
- Translation of CPRs
- Delegate session at WSC

Idea of included motion language in the CAT material

# Narcotics Anonymous World Services, Inc.

## Approved World Board Minutes

22-25 October 2008

It will be up to the board to develop and frame what is believed about including motion language in *CAT* material, conference vote was close thus there wasn't a real clear conscience there either 48/52.

Craig understands issues developing at the conference where the board doesn't have the opportunity to discuss, but this issue has been out on the bulletin board and believes this body has an opportunity to see what can be gleaned from the posted messages.

Added there was the need for the board to discuss: 1) the board's ability to actually implement including motion language in the *CAT*, 2) given what the conference is supposed to be about (not motions) does this idea perpetuate an old mindset? 3) This could also possibly be a way for the board to look at how the board deals with new motions.

Also added that Don Cameron (WSC Parliamentarian) along with the 2 Cofacilitators have agreed to review, discuss and provide ideas on new business. Don also stated that regardless of what is implemented unless a way is found to deal with (new) motions that no one understands there will never be a coherent WSC.

Decision: The board agreed to talk about possible motion language in the *CAT* at the January 2009 meeting.

### Bringing non seated regions to the WSC

The issue was brought up for discussion so everyone can provide input on continuing this practice and if there is any value in bringing non seated regions to the conference. Becky stated communities brought to the conference are being recommended for seating. This evolved from the original practice by the trustees; unfortunately, most of those regions were seated spontaneously. Would also add not sure every community brought to the WSC is ready but for some this allows them to see whether they are ready or not. But, at the same time, if it were not for this practice, the conference would not be as diverse as it is today. Like Africa, this is a way for them to see if they are ready to be effective participants of the WSC. Everyone reminded that conference participants affirmed allowing the continuation of bringing communities to get familiar with the WSC before they are actually seated.

Most board members believed there was value in bringing non seated regions to the conference. Participation is more than just voting. There is a tremendous value to bringing a community before officially seating. There is nothing that can prepare a delegate from another community/country for what occurs at the conference. This is almost like a final stage to fellowship development before seating because NAWS has been developing communities all along and this is a final step. Believe seating and bringing at the same time would be a waste of time and money. This is also an opportunity to do an evaluation. We have regions that will be seated at a conference and how well they are prepared or function is yet to be seen. Sat with communities that were brought in and seated during the following conference and they were better prepared and knowledgeable. We will get to see how well the regions that have not attended function.

Anthony stated that we were really clear that we had no intention of backing way from our supportive role with communities with the conference. The moratorium was a way to get time to discuss how to deal with petitions created from divisions within existing regions, would further hate to see the board create a handcuffing action right now. This board will have to decide based on the communities' individual merits. Further points out that Iran and Russia were pushed because of their rapid growth. The ability for them to attend broadens their perception of what and how Narcotics Anonymous is.

There were also a few board members that wondered why it's believed to be more important to bring

# Narcotics Anonymous World Services, Inc.

## Approved World Board Minutes

22-25 October 2008

new regions to a conference before a policy is in place? Why do we bring more and more regions and are we the driving force? Right now might not be the best time to have the benefit of someone at the conference if they cannot affect the conference, they do not participate.

The board has one more board meeting before a decision has to be made.

### Bulletin Boards

Jim reported discussion and decision of how the EC dealt with removing a past conference participant from continuing to post to the bulletin. The board will also discuss standards or ways to restart posting on bulletin boards at a future meeting.

**Decision:** In Jim S case the EC dealt with the individual circumstances, but EC will discuss standards or how someone can recommence posting to the conference participant bulletin boards at some future point.

**Decision:** Franney will be the bulletin board moderator till January 2009.

### Communication with RD's

Everyone is encouraged to have consistent expectations, to inform someone if unable to contact their RD's, and to forward incorrect contact information to [Elaine@na.org](mailto:Elaine@na.org). Arne suggested forwarding information back to the board, if deemed useful. If delegates have questions regarding regional motions, direct information to the EC.

Some board members talked about wanting a template or something like 3 prompt questions before starting communication with RD's. A board member expressed feelings of frustration because this task was initiated by a board member and is confused as to why we seem to go back and fourth with what is needed to start. Thought this was only for reaching out, clarifying things the board is doing and have a point of contact. Board ideas on how to start conversation with RD's via email or telephone:

- Introduce self to delegate and just let them know that you are available for questions, etc.
- Each board member has the discrepancy to offer their individual phone number.
- The list, the communication points.

The delegate list resent to the board.

**Decision:** Everyone encouraged purchasing a calling card if communicating with delegates via the telephone and/or forwarding a telephone bill to accounting staff identifying the calls made to delegates.

## Corporate Responsibilities

- [Approve August Minutes](#)

The August World Board minutes adopted as amended.

- [Review WB Introduction to Annual Report – Our Freedom Our Responsibility](#)

Board directed to page 13, in board book. *Our Freedom Our Responsibility* the introduction to the Annual Report which is an item delegated to the EC. Chris and other staff members are still gathering details, figures, etc.

**Action:** Anthony will speak to Mike Quackenbush regarding changing allocation for fellowship

# Narcotics Anonymous World Services, Inc.

## Approved World Board Minutes

22-25 October 2008

development and the conference.

- **Status of Audit**

The release of the Annual Report is always pending the approval and release audit. If the Annual Report is to be published closer to year-end, the board will need to delegate the acceptance of the audit to the EC. The board will receive a copy; this simply allows the Annual Report publication to not get held up.

**Decision:** The Executive Committee delegated the responsibility of reviewing and accepting the NAWS, Inc. audit. The board will receive a copy.

- **Audit Committee**

NAWS Audit committee members are Bob McDonough, Susan Chess and Khalil Johnson. Committee is scheduled to meet November 17<sup>th</sup> and Khalil J will join the meeting via conference call. Members have joined the National Association of Audit Committees.

At their next meeting, the group is expected to discuss notable conditions and their operating charter will be presented. With this Audit Committee a Code of Conduct Statement will be developed. Some of the issues will address non profit board individual behavior and its applicability to the board. The board will get an opportunity to review.

- **Business Plan Group**

The workgroup will meet December 11-12, 2008 and will be asking the board to allow them to structure shipping and handling changes and its implementation. Bob M will also be doing a 3-year comparison for NAWS.

**Decision:** Regeneration of the monthly summary to the board.

- **Overview of new items produced**

**Decision:** No objection with proceeding with the production of items.

### Purple Decades Clean Key tags

An NA group created a key tag that looks exactly like the key tags produced by NAWS. We, NAWS, have presented the group with following the process in which these items are produced and the group was encouraged to discontinue distributing this item outside the group because of the possible confusion it creates in the fellowship. It has since turned into something many members find attractive and as a result the key tag is now on EBay and being sold by a service office. There was an issue with a NAWS licensed vendor selling the key tags which he bought from the group, however the vendor has since stopped selling them. NAWS deliberately asks our members not to produce anything that resembles NA merchandise or literature.

For us to do nothing is to be permissive and we would be remiss and neglecting our duties if we did not address this. Therefore send out a statement to the fellowship as a whole that we are in opposition to this and why, be clear about closeness of brand, acknowledge members desire to have the purple key tag; but that NAWS has not found the demand for a purple tag in 38 languages, and ask members to stop purchasing.

**Decision:** The board agreed to raise the fellowship awareness regarding the issue of the purple key tag. Anthony will provide what it cost to translate into 38 other languages.

- **In Introduction to NA Meeting, Service and the NA Member – The Benefits of Giving Back, Principles and Leadership in NA Service**

# Narcotics Anonymous World Services, Inc.

## Approved World Board Minutes

22-25 October 2008

Not meant to be an explanation, only meant to clarify why we use the word “addict”. The EC gave the final signoff for the 3 pieces. Unless there are any objection, these will be copy edited followed by type setting.

In the 3<sup>rd</sup> paragraph, *Service and the NA member ...*: an error pointed out.

**Decision:** Introduction to NA Meeting, Service and the NA Member - The Benefits of Giving Back, Principles and Leadership in NA Service will be included in the next conference participants mailing.

- Review Action Item List

World Board reminded about the quarterly notification concerning individuals with outstanding travel advances.

World Board nomination process for the EC will be added into the action item list but it is on the Workplan just not assigned to a month because we don't know where to fit it in.

### Legal Update

Anthony provided update on two issues.