

APPROVED

Narcotics Anonymous World Services, Inc.
Approved World Board Minutes
29-31 July 2010

OCT 29 2010

BY: 

World Board Present: Jim Buerer, Antonia Nikolinakou, Mary Banner, Mukam Harzenski-Deutsch, Franney Jardine, Tom McCall, Paul Craig, Ron Blake, Iñigo Calonje Unceta, Mark Hersh, Odilson Gomes Braz, Piet de Boer, Arne Hassel-Gren, Ron Hofius, Ron Miller

Staff Present: Eileen Perez, Becky Meyer and Anthony Edmondson.

Staff joining for Service System facilitation session on Friday are Elaine Wickham, Jane Nickels, Steve Rusch, Ursula Mueller, De Jenkins, Becky Jamison, Travis Koplow and Nick Elson

The meeting opened after a moment of silence and the Serenity prayer; various materials were handed out, i.e. orientation material used for Iñigo, Service System workshop list.

Jim facilitated an action group to help welcome the newest board member: Iñigo Calonje Unceta.

Evaluation of WSC 2010 – WB Reflections

WSC evaluation results were presented; a folder for all WSC ideas was also created. Board thoughts on World Service Conference sessions at the conference:

WSC Sessions

- Suggestion - create a separate session for those attending their very first conference and clearly spell things out; create another session for those familiar with the conference.
- Suggestion - as long as participants have information about the conference and a sense of the week, World Board sessions can be planned a bit more creatively.
- Better describe sessions so participants can understand what is going to occur in a session.
 - Create a little essay giving a sense of what the session entails and what will be discussed.
 - Table facilitators may need to be reminded that a portion of their role is to help others at the table feel comfortable.
 - Remind everyone of small group sessions rules and process (round robin).
- Session development has to consider variables such as challenges of being new conference participants and language barriers.

World Board

- The July/August Board Source issue touches on all the points being discussed.
- Important for the board as a whole to meet together prior to the conference, tends to promote feelings of belonging, self-assurance and competency.
- Board needs to make time to practice and prepare for WSC sessions.
 - Create teams – such as 4 people acting as a debriefing team.
 - The board may choose to meet briefly in the mornings or evenings.

Miscellaneous ideas

- Develop a Mentorship program; identify seasoned participants and assign a new participant to them. In our reporting, we could also tell participants that mentors are available.
- Conference participants seemed to appreciate the use of straw polls.

Narcotics Anonymous World Services, Inc.
Approved World Board Minutes
29-31 July 2010

- Create strategies for how to get others to speak during sessions; it is the desire to hear from many to gain a sense of the body; often, there is the appearance that some participants tend to monopolize discussions.
- Pin microphones may be better than stands or hand held microphones.
- Create an RD communication tool.
- Revise Facilitator's instruction, Brainstorming Guidelines.
- Suggestion – consider mixing up the Spanish speakers seating at the conference. This may help them reach out to others and hear various viewpoints.
- Surprisingly, there was a dramatic decrease in the number of daily surveys turned in as the week continued; we need to improve our communication with RDs to help them realize the importance of the WSC survey and their help is a key component.

Service System Project Overview

Joint Report from the EC and Workgroup and Revised Proposals for Structural Components

Much is being done to make the Service System information understandable to members; illustrations will be used to help explain work. Information is being broken down into component pieces as a way to help participants understand; better comparisons will be made to our existing structure throughout report, key messages are noted throughout report, concrete examples will be used and appendices will illustrate how service bodies could function will also be included in the report.

Bullets under *Broad Framing of Proposals* on page 165 and top of 166 were explained. Diagram handout was explained; blue is our existing system and red is the proposed. A PowerPoint handout will also be created and provided.

It is extremely important for every board member to be able to clearly articulate this project.

Service System Report and Proposal discussion and questions

- Can a synopsis be written to help the average member better understand information? Response: believe new report format, layout, PowerPoint and boxes throughout the report will help more people understand the information. It was pointed out was that the material is lengthened by trying to create a variety of ways to help members. We all process information differently and it is important for the information to be digested.
- Because report is difficult to digest, are there additional things can be added to help show how the proposals will improve our system. Response: Starting on page 190, attempts have been made to address by comparing current to proposed structure.
- GPU; would be in favor of us to finding out if the issue of GPUs is a worldwide issue.
- Proposals need to have flexibility for situations like a specific community being located in one region but being better served by another region. Having the options to do what works best for each individual community.

Decision: Board agreement with the presented timeline and presented Service System Structural proposals. No objection to accepting the Service System Report with minor formatting revisions.

Service System Workshop Outline

The idea is to try to train the trainer: give those in attendance tools and a simple, direct explanation to help them; provide an opportunity for members to feel comfortable and knowledgeable enough to

Narcotics Anonymous World Services, Inc.
Approved World Board Minutes
29-31 July 2010

perform their own workshops.

The rest of report outlines how workshops are envisioned.

Plan is to have five, three-day workshops in densely populated areas. Have 2-3 board members at each workshop, with one primary facilitator (master host), facilitating the opening, closing and connector pieces like Saturday morning recap of Friday session. Staff will support the board.

Background material can be found on www.na.org/servicesystem.

Questions under "clarification and discussion" on page 177 will change.

Decision: no objection to the workshop approaches and rewording questions.

There was no objection to the following workshops, workshop hosts and other travelers:

1st Detroit, Michigan: Mark host with Paul and with extra staff.

2nd Dallas, Texas: Arne host with Franney and Jim and staff.

3rd Oakland, California: Mary host, with Junior and Ron M and staff.

4th Baltimore, Maryland: Ron B host with Craig, Tonia and Piet and staff.

5th Orlando, Florida: Mukam host with Ron H and Iñigo and staff.

Jim DeLizia facilitated day in preparation for the upcoming Service System workshops and fellowship discussions. Facilitation practice with the workshop agenda and modification to workshop outline was the focus of the day.

Narcotics Anonymous World Services, Inc.
Approved World Board Minutes
29-31 July 2010

Saturday 31 July

The board meeting opened after a moment of silence followed by the Serenity prayer.

Elections of the WB

Executive Committee

Executive Committee elections for the board began with the presentation of recommendations from the current EC: Franney J., Ron B, Ron M, and Ron H.

There was a discussion regarding adding additional nominees from the board for the EC commitment. Board chair noted that adding additional nominees seemed to be the consensus of the full board. Board nominated three additional board members for consideration.

Board members were given ballots and asked to vote for four candidates. A total of 7 nominated. Following a closed ballot vote the board elected and affirmed as their Executive Committee: Ron M., Chair, Ron B., Vice-chair, Ron H., Treasurer, and Franney J., Secretary.

Adoption of 2008-2010 Corporate Resolutions

Decision: No objections to adopting the 2010-2011 Corporate Resolutions.

Approve March Minutes

Decision: March 2010 World Board minutes approved.

Decision: Executive Committee will explore the possibility of eliminating 1 board meeting.

Agreement: No change to the March 2011 board meeting date; March 24-26, 2011, EC 23.

Approve New Items for Production

The Basic Text Large Print is currently in production; staff also obtaining quotes for the production of the Line Numbered Basic Text.

Mock black/silver and pink/white medallions shown to the board.

It Works, How and Why Gift Edition mock cover presented to the board. Book currently in production.

- Idea: create a cover for the *It Works, How and Why* that contains a very dark green inlay – as a collector's item.
- Idea: create a numbered edition of *Just for Today* books.
- Idea: Basic Text for Newcomers

Financial Update

June financials will be sent to board members following this meeting. On the screen was the June 30th balance sheet. Currently, there is \$1.5M in cash, daily operating expenses are \$26,769K and there is approximately 58.3 operating days in cash.

The topic of group and individual contributions was brought up; group and individual contributions are up but not enough to offset the loss from regional contributions. At present many of our major regional contributors are just unable to give to NAWS.

Business Plan Group (BPG) idea is to reach out to our members and ask for contributions by using the *Just for Today* and WCNA database. This moved the body to convey contribution ideas:

Narcotics Anonymous World Services, Inc.
Approved World Board Minutes
29-31 July 2010

Fellowship Development

- A consistent contribution message: Our message is that *we have a vision and one of the things impacting that vision is financial funds. We have relied on convention and literature sales but those resources are no longer sustaining our vision. If you support the vision please support by sending your contributions. Ask. As long as we behave like we can't request help, we will never receive help.*
- Create a Fellowship Development page with an explanation of FD, pictures as appropriate, narratives, etc. asking to invest in the vision and telling the 'story' of emerging communities. Believes members will invest.
- Use the line in the Basic Text that states *we begin by asking for help*

Website

- Create an NA browser tool bar and build that part of the website around our vision.
- Website front page should have something about contributions as well as a way to make a contribution from there.
- Members may not know how to go online and contribute and it is difficult to complete contribution steps.
- Before we send an e-blast regarding contributions the portal needs to be simplified.
 - Keep in mind non English speakers.
 - Portal does not accept international phone numbers
 - International zip codes are not always 5 digits.
- We need to evaluate which languages would be the largest users so that we can translate. Anthony responded the ability to create contribution portals for website in local communities would be something that they would look into.
- Create a portal that allows for the purchase of a Basic Text for a newcomer.
- Change the word *donate* on the webpage to *contribute*

Letter, Invoice, Receipt

- Many members that contribute don't want a thank you letter; therefore, suggestion was made to create a way to decline (opt out check box).
- Suggest that the ability to print out receipts be provided and addressed to individual or group members with a picture / graphic.

Agreement: to ask/seek contributions directly from members. NAWS message is *Invest in our Vision*. The board will submit any personal moving experience with Fellowship Development.
This message would also be used in the approved monthly e-blasts.

The message "*Investing in our Vision*" will be communicated to the Business Plan Workgroup

Review Action Item List

This will be available at the next board meeting.

Legal Update

Legal update provided.

Narcotics Anonymous World Services, Inc.
Approved World Board Minutes
29-31 July 2010

Regional Delegates

The board affirmed their commitment to continue communicating with RDs. The draft list with board member assignment distributed. Board will send updates on RD and RDA to staff. Spanish speaking delegates distributed between Junior and Iñigo. The final RD/RDA list sent to the board.

Review and Adoption of the 2010-2012 Charges

The language from the scope and purpose has been taken from the Strategic Plan and approved at WSC 2010.

Business Plan Workgroup Charge

The topic of finding ways to include additional board involvement with the BPG was raised for discussion. In principle, it would be appropriate to use a skill set of a board member, if needed to help or assist the BP group.

After December 2010, the Business Plan workgroup composition will be reviewed. We will discuss the practice of the replacing members as well as rotation to this workgroup and how to fulfill those responsibilities. It is also important that the members of the board understand the workgroup's recommendations.

Page 86 Fellowship Discussion

No changes.

Page 89 Service System

No changes.

Living Clean

Workgroup has 2 meetings remaining prior to approval draft. No changes

Public Relations

Predicated on time and resources

Leadership Orientation Material

Jim D is working on material that would allow for a more practical scanning method to help conference participants. Self Support discussion and the IDT will happen after the service system workshops.

Service Material

Carry over and predicated on time and resources.

***NA Way, Reaching Out* and Translation Evaluation Group**

NA Way changes have not been implemented yet and at this point, the workgroup will not meet. Carryover in the charge is the electronic stage of the *NA Way*. The workgroups (*NA Way, Reaching Out* and Translation Evaluation Group) are being thought of as non traveling groups

Because the *NA Way, Reaching Out* and Translation Evaluation Group (TEG) are all primarily in-house functions, the board will be giving some thought as to removing the board point person. What is a tangible role for a board member?

The TEG composition will also need to be reviewed because some members have been on for over 10 years.

Narcotics Anonymous World Services, Inc.
Approved World Board Minutes
29-31 July 2010

Agreement: Paul C will be included in the digital workgroup.

Agreement: Any board point person will be responsible for a workgroup will report to the board.

Decision: NA Way, Translation Evaluation Group and Reaching Out will be added to the Action item list to discuss the need for a point person.

Decision: The NA Way, Translation Evaluation Group and Reaching Out charges will show track changes to see what has been amended.

Decision: 2010 -2012 Charges affirmed.

Plans for WCNA 34 – theme

Anthony reported on certain aspects of WCNA 34; San Diego is being outsourced; e.g. room management, meeting management and some piece of entertainment. Conference Direct is already handling housing. Plan is to have events like a Blues luncheon, Jazz luncheon, comedy show, and coffee house. There was a brief discussion regarding entertainer contact.

This convention will also be planned as a 16,000 fixed capacity person event. If all stays on schedule and all pre registrations are sold, then the fixed number will be revisited. Space to grow is available, if necessary.

The next meeting will be in August and Khalil J. will be brought in to assist with that.

Theme: In the Spirit of Unity.

Decision: The board agreed with text reading In the Spirit of Unity, but a majority of convention items will only read Spirit of Unity.

No objection Khalil J. as the WCNA Workgroup point person; Khalil is well known in the convention industry and he has a stellar reputation in meeting management. The WCNA Workgroup responsibilities will consist of volunteer recruitment and coordination. Communications regarding convention support recruitment will begin in September 2010. Volunteers will be gathered from California, Nevada and Arizona. The board agreed with adding volunteer recruitment from Mexico; Baja Son region.

No objection The Audit committee will also be used for fiscal operations at the World Convention.

Literature Survey

Literature survey sent to a statistician who provided input regarding improving how to get more useful data.

October is the last automatic issue of the NA Way; the Literature Survey and WCNA Flyer will be included. No objection to including a sentence regarding IP revision survey data not being useful. The survey can be submitted by fax, email or regular postal mail. No objection to the literature survey going out with the October NA Way issue.

The ability to get e-sub and paper NA Way will be brought back up for board discussion. To date we've 34% requests for individual paper copies and e-sub of the NA Way. A note will be sent asking members whether they really want paper and electronic copies of the NA Way.

WSC Election Survey

No discussion.

Living Clean Update

Review and input period for Chapters 3, 4, and 5 ended on June 30th, 2010 and a total of 160 pieces

Narcotics Anonymous World Services, Inc.
Approved World Board Minutes
29-31 July 2010

of input on those chapters have been received.

Chapter Seven will be sent to the board on August 5th with a deadline of August 16th, and the Preface will be sent out August 19th with an input date of August 30th. Next Living Clean meeting is September 16-18, 2010 for the review of chapter 1 and factor in fellowship input on Chapters 3, 4, and 5. Everyone is encouraged to continue to take part in the book input.

Bulletin Board Moderator

Prior to the conference the software was changed which bumped everyone off; therefore, board members are encouraged to reregister to the bulletin board.

Agreement: Ron H is the Bulletin Board (BB) moderator is till October. BB moderator will be brought up at the October World Board meeting.

Action: Staff will send out a new e-blast stating a correction regarding the ability to receive an actual email on new threads.

Sharing Session

Ron M, the newly elected chairperson, took a moment to personally thank Jim B for his leadership and service as the chair of the World Board.

The board ended their meeting at 4:35 pm with a sharing session that is not a recorded session of the board meeting.