

NAR-ANON FAMILY GROUPS WORLD SERVICE - BOARD OF TRUSTEES MEETING
JANUARY 24, 2009

Meeting was held by conference call. The meeting opened with a roll call followed by the Serenity Prayer at 7:02 PM, Eastern.

ROLL CALL - (11) Present: All trustees were present.

APPROVAL OF CONSENT CALENDAR - The President thanked the committees that turned in quarterly reports. Minutes of the board meeting held October 25, 2008 were accepted as posted on the WSO_BoT forum, 11 in favor.

TREASURER'S REPORT - The November 2008 financial report was accepted as presented, 11 in favor. The treasurer is waiting for some information in order to finalize the year. It was noted that 2008 will show an operating surplus due to increased literature sales.

OLD BUSINESS:

- 1) Removal of the Blue Booklet from Newcomers Packets has gone into effect.
- 2) Voting on applicant to BoT tabled from October 25 meeting: The additional information provided was sufficient for the Board to vote and accept the candidate for Trustee, 11 in favor.
- 3) Discussion on balancing the make-up of the Board: The current composition is 4 international members and 8 members from the USA with 3 open seats on the BoT.
- 4) Delegate Mentorship: The BoT will establish a Delegate Mentorship program to maintain open communication with Delegates between conferences. Each Trustee has been matched with one or two Delegates. The program will be rolled out with a letter of introduction and a Policy & Guidelines document on the role of Regional Delegates and Alternate Delegates.
- 5) Committee Reports: Several committee chairs spoke briefly on their committee's current activities.

NEW BUSINESS:

- 1) Board members voting at WSC: Discussion took place around a question raised by a Delegate.
- 2) Telephone Group Meetings: A member in OR asked about setting up telephone meetings. The Board discussed the pros and cons. The member will be asked to submit a proposal for the BoT to consider.
- 3) Newsletter: Both committee members are Trustees, other volunteers are needed. The Newsletter will be reviewed by WSO before publication.
- 4) Review process for WSO correspondence: The Executive Committee will be responsible for the review of correspondence to the fellowship concerning policies, the WSC, Delegates, and similar matters. Information of this nature sent to the fellowship by WSO and/or any World Service Committee will be reviewed before release. Routine notices regarding meeting changes, literature orders or similar items would not require review. The Executive Committee will also refer incoming correspondence to the appropriate committee(s) for response.
- 5) Removal of Al-Anon books from CAL list: International countries that do not yet have translations of SESH may still have a need to use One Day at a Time or Courage to Change in meetings. These countries may continue using these Al-Anon books as CAL, but the books will not be available for purchase from WSO.

Due to a conflict with the Third East Coast Convention, the next Board meeting will be held on April 18th instead of April 25th.

Meeting closed with the Serenity Prayer at 9:00 PM Eastern.

Submitted - March 5, 2009

NAR-ANON FAMILY GROUPS WORLD SERVICE - BOARD OF TRUSTEES MEETING
APRIL 18, 2009

Meeting was held by conference call. The meeting opened with the Serenity Prayer followed by a roll call at 7:04 PM, Eastern.

ROLL CALL - (12) Present: All trustees were present.

APPROVAL OF CONSENT CALENDAR - The Executive Director's report will come under New Business. The President welcomed the newest Board member and thanked the trustees, delegates and committees who had submitted reports. There were no additions or corrections to the minutes of the January 24, 2009 meeting as posted on WSO_BoT. A roll call vote was taken to accept the minutes as written, 12 in favor - unanimous.

TREASURER'S REPORT - The Treasurer is waiting for the inventory as of 12/31/08 in order to finalize the 2008 Financial Statements. An operating surplus is expected. The current cash balance is sufficient to cover a re-order of SESH books.

OLD BUSINESS:

- 1) Telephone Group Meetings (from January 24, 2009 meeting):
 - a) Telephone group meetings are being used by another 12-step fellowship. A trustee provided information about how such a group is run and answered various questions.
 - b) Discussion of pros and cons:

MOTION PASSED: To obtain a written proposal for telephone meetings, including intent and procedures, submitted for BoT evaluation on a 3 month trial basis, *12 in favor - unanimous.*

NEW BUSINESS:

- 1) Executive Director's Report:
 - a) Proposed rental of an off-site storage unit to house the upcoming SESH order and other records and materials not needed on a day-to-day basis by the WSO staff.

MOTION PASSED: To approve rental of off-site storage space with insurance, *12 in favor - unanimous.*
 - b) SESH reprinting: Literature Committee is working closely with WSO to resolve issues delaying the reprint order. It is possible that we will exhaust our SESH inventory before the re-order is received.
- 2) Reaffirmation of Executive Committee and Trustees:
 - a) Policy & Guidelines to compare the existing by-laws to the P&G drafts for clarification of term lengths for Trustees and Officers, in order to include a policy and/or revision to the by-laws for presentation to the 2010 WSC.
 - b) The trustees were polled by roll call. All trustees and members of the Executive Committee reaffirmed commitment to their current terms.

FROM THE FLOOR:

- 1) Purchase of Adobe software: Adobe has a program which discounts purchases by certain non-profits. More research is needed to see if we qualify.
- 2) Registration of Areas and Regions: Policy & Guidelines asked whether there is a form for registering Regions with WSO. WSO recognizes and registers Regions when Assembly minutes showing election of the Delegate are submitted for the WSC. Regions recognize/register their Areas.
- 3) Minutes of Executive Committee meetings: The Secretary will post minutes from these meetings on WSO_BoT for use by the Board members.
- 4) Terms of service for Delegates and Alternate Delegates: Per current guidelines Delegates serve one term of 3 years, but may serve again after a break in service. Consider revision to 2 terms, similar to Trustee terms of 6 years. Suggested we contact NA's P&G committee and see how NA does this.
- 5) MOTION PASSED: To delete a line in the guidelines which states that Regions are authorized to change the guidelines as they deem fit, *11 in favor-unanimous. (One trustee had left the meeting)*
- 6) Suggested Formats: Remove the word "suggested" from meeting formats sent out in new group packets and replace with "Sample".
- 7) Public Information Literature: Delegate from Brazil asked if Regions could reprint SESH stories as a tool in PI literature. This will be discussed further by the Executive Committee.

Meeting closed with the Serenity Prayer at 9:00 PM Eastern.

Respectfully submitted,

May 21, 2009

NAR-ANON FAMILY GROUPS WORLD SERVICE - BOARD OF TRUSTEES MEETING
July 25, 2009

Meeting was held by conference call. The meeting opened with a moment of silence followed by the Serenity Prayer at 7:03 PM, Eastern.

ROLL CALL - (9) Present (4) Absent: All absent trustees joined the meeting after roll call. All trustees were present.

APPROVAL OF CONSENT CALENDAR - There were no additions or corrections to the minutes of the April 18, 2009 meeting as posted on WSO_BoT. A roll call vote was taken to accept the minutes as written. 9 in favor - unanimous.

TREASURER'S REPORT -

- The treasurer reported that the 2008 year end statements had been finalized and posted on WSO-BoT, along with the June 2009 mid-year statements. Fiscal year 2008 had an operating surplus.
- The President compared the contributions received year to date to those received in the year 2008.

EXECUTIVE DIRECTOR'S REPORT -

- A proposal was made to change the Tri-Annual appeal to a quarterly appeal to coincide with the Newsletter publishing cycle. The board voted unanimously to approve the change on a temporary basis until the WSC 2010. 11 in favor, 0 opposed, 0 abstained.
- Staff raises were last given in October, 2006. After hearing the recommendations of the Exec. Director, the board discussed the number of hours worked and our improved overall financial position.

MOTION PASSED: *To increase office staff salaries as recommended, 11 in favor - unanimous*

- A self performance review will be done by the Exec. Director and submitted to the Executive Committee for review and action. The last salary increase was in October, 2006.

REPORTS -

- The President addressed the failure of both delegates and trustees to submit reports to the Board on a regular basis as requested. There was a discussion regarding non-compliance.
- Trustees are to contact their Delegates mentees to encourage compliance.
- Required reports should be added to the Delegate section of the P&G guidelines.

OLD BUSINESS: There was no old business on the agenda.

NEW BUSINESS:

- Events: The Convention Chair will be unable to attend the World Convention in Barcelona. Another trustee has been asked to step in as the Convention Chair and to assist the WSO Exec. Director at the convention.
- P&G: The Board was polled re: submitting the draft of The Nar-Anon Family Groups (NFG) Guide to Local Services to the fellowship without review by the Literature Committee. (9) in favor, (3) opposed.

MOTION PASSED: *To approve the draft guide as written with the following changes: Add a watermark - pending conference approval; add a requirement for quarterly reports from Delegates; add a Table of Contents; add the local structure diagram. 12 in favor*

-unanimous

Discussion occurred regarding distribution of the guide to the Delegates and Alternates. A banner is to be added to the website, a notice included with literature orders and a mention made in the newsletter indicating the availability of the draft guide and how to obtain a copy. Copyright information, book ID #, NFG logo, watermark and the last edit date will be added prior to distribution.

MOTION PASSED: *To email a PDF of the draft guide to anyone requesting it and to charge \$5 for a printed copy. (10) in favor, 2 absent - unanimous*

MOTION PASSED: *To vote on the structure diagram for the Guide to Local Services. Voting on WSO-BoT to be completed by Tuesday, 7/28 at*

12:00 PM Eastern.

(12) in favor - unanimous

FROM THE FLOOR:

NAR-ANON FAMILY GROUPS WORLD SERVICE - BOARD OF TRUSTEES MEETING
July 25, 2009

- We discussed ways of making the Board accessible to the fellowship, such as creating e-mail accounts for board members. The Exec. Director reported that 1000 e-mail accounts would be available with the new hosting service.

MOTION PASSED: *To add (1) e-mail address to the WSO web site for the BoT. The President will monitor the account and forward e-mail to the appropriate committee(s) and/or trustee(s) for response. (12) in favor - unanimous*

The Newsletter will publish a list of trustees (by first name, last initial), their Region and Committee(s)

- The Trustees are to vote on WSO-BoT re: proposal for the WSO web-site, which is posted in the Files section in the folder for the July 25, 2009 meeting.

The next scheduled meeting is October 24, 2009. The BoT will review CAR motions from the Regions and prepare any motions from the BoT for the 2010 WSC.

Meeting closed with the Serenity Prayer at 9:00 PM Eastern.

Respectfully submitted,

October 25, 2009



NAR-ANON FAMILY GROUPS WORLD SERVICE - BOARD OF TRUSTEES MEETING

October 24, 2009

Meeting was held by conference call. The meeting opened with a moment of silence followed by the Serenity Prayer at 7:02 PM, Eastern.

ROLL CALL - (9) Present (4) Absent; all absent trustees joined the meeting after roll call. All trustees were present.

APPROVAL OF CONSENT CALENDAR - There were no additions or corrections to the minutes of the July meeting as posted on WSO_BoT. A roll call vote was taken to accept the minutes as written. (9) In favor, unanimous.

The President thanked everyone for submitting their reports and for the responses to the motions for the CAR. There was no report from the Michigan delegate and although WSO has heard that there is a new delegate, written notice has not been received. The trustee mentor for the previous delegate asked who will mentor the new delegate. Mentors for new delegates can be addressed at the conference.

EXECUTIVE DIRECTOR'S REPORT - The Exec. Director reported hiring a new part time office worker. He is a college student and seems to be catching on quickly. He will be on a 30 day probation period. The Exec. Director also reported there were some problems with the printing quality on the SESH re-order.

Due to the Treasurer's absence at this point in the meeting, a financial report was not presented.

OLD BUSINESS: A report on the World Convention in Barcelona is pending the financial information.

NEW BUSINESS:

1) Region fundraising for the WSC - discussed how NA finances their conference through regional fundraisers. A motion from the Board to develop a project plan to fund the conference will be submitted for this WSC. 11 trustees present, all in favor.

2) Unhealthy meetings - The executive committee had asked P&G to draft a letter for use by WSO in responding to complaints about unhealthy meetings. The P&G committee chair reported that the committee felt that the Guide to Local Services explains the process for bringing complaints through the service structure. To better understand what constitutes an unhealthy meeting, the Executive Director mentioned these key concerns - advice giving or therapy; use of outside literature; dominant personalities or rigidity - i.e. no service positions within a group. WSO will suggest to callers that they take concerns to their Area or Region first. A board member suggested developing a piece of literature on the topic; another suggestion was made to add it to the new group packet and include it with group inventory forms.

MOTION PASSED: To work with the literature committee to create a draft pamphlet about unhealthy meetings. (11) In favor; 1 not present, unanimous.

3) Complaints concerning WSO - Discussion took place concerning appropriate means of responding to complaints about WSO. The board reaffirmed the need for the BoT to be accessible to the fellowship with WSO email accounts for the board members as one means of accomplishing this. A suggestion was made to use a generic email account and post it on the website. Two trustees volunteered to monitor the emails.

4) Board's response to WSC motions: The remainder of the meeting was devoted to discussion and evaluation of 31 Regional motions submitted for the CAR for the 2010 WSC. Three members of the Executive Committee will meet on 11/1/09 to put the Board's recommendations on each motion in writing. Any additional discussion can be held on WSO-BoT during the coming week. The CAR will be released to the fellowship on 11/24/09. All motions from the board and responses to Regional motions are to be finalized at least 1 week prior to the CAR's release.

Meeting closed with the Serenity Prayer at 9:21 PM Eastern.

Respectfully submitted,

January 3, 2010