



## **WORLD SERVICE – BOARD OF TRUSTEES MEETING**

**February 26, 2017**

Meeting was held by Skype and opened at 9:00 a.m. PST with the Serenity Prayer.

**Roll call:** 10 voting board members and the Executive Director were present

### **Approval of Minutes: December 18, 2016**

- Motion made and seconded to approve the December 18, 2016 Minutes. Vote: 9 yes / 1 abstain

### **Secretarial Housekeeping:**

- Motion made and seconded to confirm Polls 1-14. Vote: 10 yes (unanimous) (Polls are listed on pages 4 & 5).

### **Financials:**

- Still waiting for final conference financial information.
- Preliminary budget has been started for this year.
- Budget & Finance Committee's proposal for prudent reserve will be posted on wsobot.

### **WSO Updates & Needs:**

- Increase in literature sales – sold over 1,100 SESH books a month, and sold almost 400 Steps 1 – 12. Also selling well is the Spanish translation of Twelve Steps and CEFE (Spanish SESH). Most of the pamphlets are selling. Posters are only sold on the website.
- Review of WSO staff. Motion made and seconded to make one staff member a full time employee and increase hourly pay, with another review in June. Vote: 10 yes (unanimous)

### **Executive Committee Meeting Summary:**

- Fellowship review page to be up on the website this week.
- Literature Status: Tradition One will not be ready to go out in the CAR. Executive Committee, as part of their overseeing the day to day operations of WSO, approved WSO combining the GLS and GWS to be sold for \$10. Narateen table cards are being printed and will soon be ready for sale.
- Discussed pay raise for WSO staff member to bring to the board for discussion.
- Executive Director to bring us proposal regarding printing machines.
- WSO getting a lot of calls regarding the opioid epidemic.

### **Discussion regarding Executive Committee Meeting Summary:**

- It was reported that the combined GLS/GWS, and the Nar-Anon and Narateen table cards are now on the webstore. The table cards will be added to order form.
- Opioid epidemic. WSO is being contacted by television stations, news outlets, and groups. Recommends PA download. We cannot give out names of members to speak since it goes against our anonymity. Expressed concern that groups are starting to talk about overdose drugs in meetings and having officers come in to distribute the drugs in meetings. A member was contacted by someone who wanted to interview people and



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wanted her to hand out a flyer which she told him she could not do as it went against our traditions. An article has been submitted to the Newsletter regarding this.

- Chicago Manual has been ordered for the committees that requested it.
- Discussed that we had previously voted for the GLS/GWS to be available by eBook.
- Downloaded copies from website are not easily readable on certain devices. To be added to next agenda.
- We would like to find out if WSO has any prior information about producing an eBook.

### **Old Business**

#### **Voting in Officers of Executive Committee:**

- Straw poll on whether we are fine with the way we currently vote in officers at the annual meeting after conference. Poll: 5 yes / 5 no (we do not have consensus)
- Discussion of various ways to hold elections and the pros and cons. Ad hoc committee (to include a pro voice for current system and con voice) to present ideas to the board.

**World Service Committee Handbook:** Has been posted and needs to be reviewed.

**Google Ads for Non-Profits:** Assumed offer is still open. Need information for next meeting.

**Executive Director Duties:** Nothing to report at this time.

#### **Public Relations & Using Nar-Anon Literature Outside the Fellowship:**

- P&G Committee was asked to investigate a public relations policy regarding requests from outside sources to use our literature. Proposal submitted to the board.
- Discussion on whether this addresses the issue appropriately for outside sources using literature. P&G Committee will continue work on this.

**Copyright Updates:** Still need updated list with dates literature copyrighted.

**World Pool Application & Interview Questions:** Questions to add to interview and application posted on wsobot for review. After review and discussion on wsobot, there will be a poll to send off to World Pool Committee, roundtable if they want.

**Service & Outreach Literature Review Process:** Update on changes to the form. This is a fluid document that can be updated over time.

#### **Email Accounts:**

- List to be provided of all members who have email accounts.
- Concerns about members no longer on the board losing all their emails when their account is closed. Is there a way to preserve their emails?
- Review document regarding not issuing personal email accounts to committee chairs.

Break at 10:40 a.m.

10:53 a.m. roll call: 10 voting board members and the Executive Directive present



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### New Business:

#### Literature Sales/7<sup>th</sup> Tradition Box/Medallions:

- Sales pick up after conference whenever there is new literature but if we don't have new literature or items, our sales will go down.
- Pictures of 7<sup>th</sup> Tradition box were posted on wsobot that another fellowship sells for \$3.
- Medallion key tags – at one time this was being researched but there was concern about the initial die cast cost.
- Straw poll to look into the costs and information needed to produce 7<sup>th</sup> Tradition box and medallions. Vote: 10 yes (unanimous)

Executive Director left the call at 11:05 a.m.

### Committee Reports:

#### Literature Committee:

- LitCom does not feel they can get Tradition One ready in time for review process before being able to put in the CAR for the 2018 WSC.
- Service literature is taking up too much of the committee's time.
- Took the committee until December to finalize all the work from the 2016 WSC.
- Suggestion of working on a small booklet version of the Traditions to fill the gap until we can have a complete work for the Nar-Anon 36.
- Newsletter Committee has talked about doing book of shares on traditions.
- Discussion on length of time to get service literature completed.
- Board member presented motion to form a service literature committee separate from LitCom. Discussed how this can be done. Later this motion was withdrawn.
- Suggestion for next six months: service/outreach literature committee to work under the umbrella of LitCom. There is no current process for this being an umbrella under LitCom.
- Discussed a flow chart for literature (recovery and service) to see how all literature can be worked on.
- In depth discussion of service/outreach literature review process.

**Outreach Committee:** Committee requested a board member join their committee. It was suggested a round robin of board members participate in meetings until one board member can commit. Four board members volunteered.

**Website Committee:** Board's response re interpretation of policy was sent to committee.

#### Regional Report:

- There are problems with the interactive form. It was suggested the WSC Committee purchase Adobe Acrobat so documents can be put in PDF and then converted to Word.
- Board to review regional report form and suggest any changes.



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**Bulletin for Forming New Regions:** Document posted on wsobot needs to be reviewed. Purpose is for WSO to have something to share when conflicts arise regarding the formation of new regions.

**Committee Duties in GWS:** Tabled for now.

**Quarterly Reports:** Dates need to be set for reports turned in 4 times a year. Do reports need to be done quarterly? Keep on agenda.

**Executive Director Salary:** Next discussion to include if we would consider a percentage bonus instead of a raise.

**Bundle Packaging:** It was asked that proposal include suggested prices for each bundle.

**BOT Meeting Schedule:** 9 a.m. PT / Noon ET on April 23, June 25, August 27, October 22, and December 17, 2017

Motion made and seconded to close the meeting. Vote: unanimous

The meeting closed with the Serenity Prayer at 12:30 p.m. PST

Respectfully submitted,  
BOT Secretary

### SECRETARIAL HOUSEKEEPING [Poll votes confirmed by the Board]

- 1.** Do you approve the new World Service Committee Report form? Poll vote was 10 yes
- 2.** After review of *Starting a Meeting & Never Been to a 12 Step Meeting*, do you approve moving this piece on to LitCom for final editing and formatting? Poll vote was 10 yes.
- 3.** After review of *What Happens in Meetings*, do you approve moving this piece on to LitCom for final editing and formatting? Poll vote was 10 yes.
- 4.** After review of *Suggestions for Meetings*, do you approve moving this piece on to LitCom for final editing and formatting? Poll vote was 10 yes.
- 5.** After review of *You Have Been Asked to Speak*, do you approve moving this piece on to LitCom for final editing and formatting? Poll vote was 10 yes.



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- 6.** After review of *Inappropriate & Disruptive Behavior*, do you approve moving this piece on to LitCom for final editing and formatting? Poll vote was 10 yes.
- 7.** Do you approve Website Committee's request to ask the WS committees to include the Website Committee in their communications to the BOT regarding website updates, prior to submitting requests to WSO? Poll vote was 9 yes / 2 no (I would like to add the year of the WSC the motion was passed as reference).
- 8.** Do you approve Outreach Committee's request that WSO notify them about all outreach opportunities/events that are passed on to regions/areas/groups & all unassigned events presented or requested? Poll vote was 10 no.
- 9.** Do you approve sending the 3 cards to a page outreach piece called *Is Drug Addiction Affecting a Loved One or Friend* to go through the service/outreach review/approval process? Poll vote was 10 yes.
- 10.** After review of the Rosen Hotel Letter of Agreement, do you agree with the Convention Committee booking this hotel for Nar-Anon at the World Convention in 2018? Poll vote was 11 yes.
- 11.** Do you approve *What Happens in Meetings* with final suggestions to go back to LitCom and then on to WSO? Poll vote was 8 yes.
- 12.** Do you approve the World Services Newsletter to be distributed with the March edition of the Serenity Connection Newsletter? Poll vote was 10 yes.
- 13.** Do you approve the "pull tab" flyer to go through the service/outreach review/approval process? Poll vote was 9 yes.
- 14.** Do you believe the wording in the *Website Handbook* on page 6 regarding photocopies only applies to paper copies and cannot be posted onto fellowship websites? Poll vote was 9 yes.