



**Narcotics Anonymous
World Service Conference**
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<p>Interim Committee Report July 1997</p>

Introduction

This report contains decisions resulting from the 14 July 1997 Chairpersons' Call and the 23 June 1997 Interim Committee conference call.

Progress against budget

See the attached financial report for conference expenses and contributions through 16 July 1997.

Decisions from the Interim Committee

- The Interim Committee agreed to have Mary Chant-Valentine assume the responsibilities of WSC Treasurer for the remainder of the Conference Year and be a non-voting member of Interim.
- The Interim Committee agreed to send the 1996-97 Conference Year End Financial Report and cover memo as submitted. The Interim Committee also agreed to include a paragraph in the cover memo or send a separate memo reporting about the loss of Paul and the action taken to have Mary C-V (WSC 2nd Vice Chairperson) assume responsibilities of WSC Treasurer and become a non-voting member of Interim
- Ratified the Extraordinary Circumstance Decision made on 11 July 1997 as stated below:
 - a) Approved Bud Kenney (WSB) and Mary Chant-Valentine (WSC 2nd Vice Chairperson) to attend the Western States Forum, 1-3 August 1997, in San Diego, California.
- Ratified the decision from the Chairpersons' Call on 14 July 1997 and one decision made on 15 July 1997 as stated below:
 - a) Agreed to send Ron S (WSC Chairperson) and Floyd B (WSB) to Paul Hartman's funeral to represent world services and delegated the responsibilities of handling the entire situation to WSO executive management. (See attached memo for complete details.)
 - b) Approved the request from WSO executive management for approval for Freddie Aquino to attend a working session at the Substance Abuse Treatment Facility at California State Prison Corcoran.
- The Interim Committee approved the funding request from Jorge B (WSC Literature Committee Chairperson) for a mailing (pending approval of the cover memo by Interim members) of the upcoming progress report on the *Step Working Guides* to the fellowship to be mailed in August to conference participants.
- The next chairpersons call is scheduled for 12 August at 5:00 p.m. PDT.

Travel approved/denied

- Approved the request from Cynthia Ernest on behalf of the Western Service Learning Days for world service participation from WSC PI and HI and a member of WSO Staff (Jeff Gershoff) on 24-26 October 1997 in Crown Plaza San Francisco Airport, California. Travelers are Cynthia E (lodging and meal expense), Jeff Gershoff (WSO staff) and the closest qualified H&I person that could represent WSC H&I at this event. The H&I person will be approved on the next Chairs' or Interim call.
- The Interim Committee agreed to add the Panama request for a world service visit to the action item list and review for a future meeting. A fellowship development trip to Panama is not feasible at this time.
- The Interim Committee denied the request from Javier Chiriboga, (RD, Ecuador Region) for world service participation at the 1st National Convention in Ecuador to be held 19-21 September 1997 in Guayaquil because of the tight timeline allowed to assemble a fellowship development trip.
- The Interim Committee approved the request from Kathy M (chairperson) Wisconsin Regional Public Information Subcommittee for participation of members from WSC PI Committee to attend the 1st Midwest Multiregional PI Workshop and Learning Day. The event is scheduled for 26-28 September 1997 in LaCrosse and Galesville, Wisconsin. Travelers will be selected on the chairpersons' call.
- The Interim Committee approved the WSO board request for four additional directors to attend the WSM. The travelers will be Cary Seltzer, Bob Lemoine, Bob Feneran, and Joe Paumgarten. Their travel, daily meals, and hotel expenses will be funded out of the WSO budget.
- The Interim Committee approved the request from Bob Wetherbee (Washington/Northern Idaho Region H&I chairperson) to partially fund the travel of a WSC H&I representative to the 8th Annual H&I Learning Days on 14-15 November 1997. The event will be held in Aberdeen/Hoquiam, Washington. Craig R (WSC H&I chairperson) will be the traveler.
- The Interim Committee approved the following meetings and added them to Fall World Services Calendar: (see attached calendar for complete fall schedule)
 - ⇒ 29 August 1997 Interim Committee meeting at WSM in Providence, RI
 - ⇒ Friday, 8:00 p.m. on 29 August 1997 in Providence, RI
 - ⇒ WCC request for extra day's funding for their September meeting
 - ⇒ 29-30 October Biz Plan meeting
 - ⇒ 31 October through 1 November WSO board meeting
 - ⇒ 2-4 October Transition Group (*with Interim Committee meeting—pending*)
 - ⇒ 6-8 for WSB meeting (*pending*)
 - ⇒ 13-15 November Transition Group meeting
 - ⇒ 5-6 December Interim Committee meeting
- Denied the request from Alicja Mierzejewska on behalf of the NA group "Sober Day" for world service participation at their event to be held 22-29 August 1997 in Poland.

Travel decisions outstanding

- The Interim Committee postponed the request from Jorge B (WSC Literature Committee Chairperson) for a four day meeting on 9-12 October at WSO-Chatsworth. The three chairpersons will have a meeting with WSCLC leadership sometime during the WSM to discuss the project.

- The Interim Committee postponed selection of travelers to the Latin American Zonal Forum scheduled for 10-12 October 1997 in Buenos Aires until the Interim meeting at the WSM.. This trip was approved on the 21 May Interim Committee call.
- Postponed the request from Tyrone Minor, Convention Manager, Chicago Region for the Mike Polin (WCC Manager) and members that are in world services to facilitate a fall workshop. The Interim Committee needs exact date, agenda and regions definitely attending before they can make a decision.

Preview of coming attractions

Please send us information about your upcoming zonal or multi-regional event. If your committee wants world service participation, you *must* send the following information to the Interim Committee, c/o WSO:

- ⇒ Who is hosting the event?
- ⇒ What type of event is being planned? (i.e., zonal forum meeting, *Conference Agenda Report* workshop, multiregional PI workshop, etc.)
- ⇒ When is the event scheduled to start and end?
- ⇒ Where is the event scheduled to take place? Please include exact location of event, hotel, and closest airport.
- ⇒ Tentative agenda with approximate time that world services will be asked to present.
- ⇒ Letters of intent from the regions that plan to attend the event.
- ⇒ Let us know if you are able to provide full or partial funding (travel, lodging, and meal expense) for trusted servants who may be approved by Interim to attend your event.

By including the above information, it will help to avoid a delay in having your request approved. This will allow for world services to purchase airline tickets and save the cost of acquiring tickets at the "last minute." The Interim Committee would like to thank you in advance for your assistance. We wish you the best in your ongoing personal recovery and service efforts.

Funding and/or travel requests are considered on a quarterly basis. Requests should be sent to the WSO by the dates outlined below. All other items and any input for the monthly Interim Committee conference calls should be sent to the WSO by the third Thursday of each month.

- ⇒ Second quarter (September, October, November) – 15 July
- ⇒ Third quarter (December, January, February) - 15 October
- ⇒ Fourth quarter (March, April, May) - 15 January
- ⇒ First quarter CY '98 - '99 (June, July, August) - 15 March

**INTERIM COMMITTEE BUDGET REPORT
WSC CONFERENCE YEAR 1997 - 1998**

Budget Category	Conference Year Budget	To Date Actually Expended	Percent of Budget Expended
World Service Meetings			
Annual Meeting	95,000	0.00	No Expense
Development Forum (Ann Mtg)	25,000	0.00	No Expense
World Service Meeting(s)	23,800	3,634.46	15.3%
Translation Meeting(s)(2)	27,600	0.00	No Expense
WSB Mtg(s)(2)	27,500	0.00	No Expense
Interim Committee Mtg(s)(2)	11,000	0.00	No Expense
Ldrship Planning & Training	0	0.00	No Expense
Board & Committee Liaison(s)	4,100	431.00	10.5%
Total World Service Meetings	214,000	4,065.46	1.9%
Administrative Expenses			
Brd & Comm Tel/Copying & Mailing	18,000	1,361.21	7.6%
Conference Calls	18,000	2,614.55	14.5%
Misc Office Supplies/Expense	2,500	0.00	No Expense
Total Administrative Expenses	38,500	3,975.76	10.3%
Professional Events (Non NA)	11,500	2,702.69	23.5%
Publications			
Conference Agenda Report	6,500	0.00	No Expense
PI Publications	1,200	0.00	No Expense
Reaching Out	6,500	278.17	4.3%
Conference Report & Digest	6,000	2,015.94	33.6%
Publications Translations	12,000	2,312.17	19.3%
Total Publications	32,200	4,606.28	14.3%
Fellowship Dev/Add Needs/OR			
CAR Workshop(s)	8,000	0.00	No Expense
Fell Asst/Dev/Zonal/WS Travel	15,000	2,044.45	13.6%
Total Fellowship Development	23,000	2,044.45	8.9%
H&I Literature Stockpile (at cost)	6,000	1,177.94	19.6%
Unity Day	5,000	1,498.41	30.0%
Transition Process	120,000	15,082.57	12.6%
Literature Committee Project(s)	24,600	4,291.90	17.4%
Public Information	2,500	0.00	No Expense
1996-97 Carryover Expenses		3,687.95	Not Budgeted
Totals	\$477,300	\$43,133.41	* 9.0%

* Totals do not necessarily reflect total amount of anticipated expenses; the totals reflect actual amounts expended up to the time of the report preparation.

WORLD SERVICE CONFERENCE
BALANCE SHEET
JULY 31, 1997

ASSETS

CURRENT ASSETS

Cash On Hand	\$1,339.05
American Pacific State Bank	17,542.49
Bank of America	6,453.41
Citibank - Checking	4,905.78
Citibank - Savings	29,726.70
Wells Fargo Bank/Money Market	25,655.86
Wells Fargo - Checking	14,444.67
Accounts Receivable	35.00
WSD Accounts Receivable	(1,386.78)

TOTAL CURRENT ASSETS

98,716.18

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\$98,716.18

LIABILITIES AND FUND BALANCE

CURRENT LIABILITIES

Accounts Payable	2,433.47
WSD Accounts Payable	(99.94)
Advance Clearing	(6,160.00)

TOTAL CURRENT LIABILITIES

(3,826.47)

TOTAL LIABILITIES

(3,826.47)

RETAINED INCOME

Retained Income - Prior Years	112,437.35
RETAINED EARNINGS-CURRENT YEAR	(9,894.70)

TOTAL RETAINED INCOME

102,542.65

TOTAL LIABILITIES AND FUND BALANCE

\$98,716.18

WORLD SERVICE CONFERENCE
INCOME STATEMENT
FOR THE 2 PERIODS ENDED JULY 31, 1997

	ACTUAL	YEAR TO DATE PRIOR YEAR	VARIANCE
INCOME:			
DIRECT DONATIONS			
Members	\$1,433.23	785.37	647.86
Groups	1,775.04	1,478.80	296.24
Areas	608.87	869.63	(260.76)
Regions	27,154.87	30,512.87	(3,358.00)
TOTAL DIRECT DONATIONS	30,972.01	33,646.67	(2,674.66)
OTHER DONATIONS			
Unity Day Dance Donations	110.00	.00	110.00
Unity Day Banquet Donations	540.00	.00	540.00
Event/Convention Donations	15.00	3,022.56	(3,007.56)
WSC Annual Mtg T-Shirts	.00	(36.00)	36.00
Zonal and Other Forums	1,400.00	.00	1,400.00
TOTAL OTHER DONATIONS	2,065.00	2,986.56	(921.56)
OTHER INCOME			
Interest	113.20	229.58	(116.38)
Reaching Out Income	88.50	262.88	(174.38)
OTHER INCOME	201.70	492.46	(290.76)
TOTAL INCOME	33,238.71	37,125.69	(3,886.98)
	33,238.71	37,125.69	(3,886.98)
EXPENSE:			
WORLD SERVICE MEETING(S)			
WS Mtgs/Air Fare/Trustees	2,520.46	.00	2,520.46
WS Mtgs/Air Fare/PI Comm	1,114.00	.00	1,114.00
TOTAL WORLD SERVICE MEETING(S)	3,634.46	.00	3,634.46
WSB (TRUSTEE) MEETING(S)			
WSB Mtg/Air/Full Brd	.00	1,657.10	(1,657.10)
WSB Mtg/Meals/Full Brd	.00	1,200.00	(1,200.00)
TOTAL WSB (TRUSTEE) MEETING(S)	.00	2,857.10	(2,857.10)
INTERIM COMMITTEE MEETING(S)			
Int Mtg/Air/Interim Comm	.00	1,235.20	(1,235.20)
Int Mtg/Meals/Interim Comm	.00	120.00	(120.00)
Int Mtg/Grnd Trav/Interim Comm	.00	20.00	(20.00)
Int Mtg/Lodging/Interim Comm	.00	360.24	(360.24)
INTERIM COMMITTEE MEETIN	.00	1,735.44	(1,735.44)



NARCOTICS ANONYMOUS WORLD SERVICE CONFERENCE

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M E M O R A N D U M

DATE: 25 July 1997
TO: WSC Participants
FROM: WSC Interim Committee
RE: Decision made on Chairpersons' Call

Over the July 12 weekend, news was received of the untimely death of the WSC Treasurer Paul Hartman. In the wake of this horrible tragedy, an emergency Chairpersons' Call was scheduled for Monday, 14 July 1997 so the chairpersons could discuss attending Paul's funeral and answering inquiries from members of the fellowship.

A decision was made on that call to ask Ron S (WSC Chairperson) and Floyd B (WSB) to represent world services at Paul's funeral, and to delegate the responsibility of handling the entire situation on a day to day basis to WSO executive management.

On the 23 July Interim Committee conference call, the above decision was ratified.

While in the process of ratifying this decision, it was revealed that the chairpersons had unintentionally made a decision that was outside the Travel Guidelines protocol (see TWGSS, 1996 Edition, World Services Travel Guidelines, Addendum 9) because one of the three chairs could not vote on his own travel. In the initial discussion, Stu T (Interim chairperson) made the recommendation to have Ron attend because he felt it was proper and important that the chairperson of the WSC be at the funeral. As a result, Ron was selected to attend the funeral. Further discussion included, the fact that this situation was indeed "extraordinary" because nothing like this has ever happened in the history of world services.

In retrospect, it is clear to us that the decision should have been handled as an "extraordinary circumstance" and we regret not using that protocol. However due to the time and significance of the situation the chairpersons made the decision to send Ron to the funeral outside of the approved travel protocol. We hope this explains our decision in light of this tragic incident.

Should you have any questions about this decision please contact Stu T (Interim Committee Chairperson) c/o the WSO.

World Services Calendar 1997 Fall Calendar

August 1997

August 6	WSO board executive committee conference call
August 10-14	ACA Summer Conference in Orlando, Florida
August 12	Chairpersons' Call
August 28	Transition Group meeting in Providence, Rhode Island
August 29	Interim Committee meeting in Providence, Rhode Island
August 29-31	World services meeting and Unity Day in Providence, RI
Aug 31-September 1	World Service Board of Trustees in Providence, Rhode Island

September 1997

September 3	WSO board executive committee conference call, if necessary
September 4-6	ECC-NA and EDM in Haifa, Israel
September 24	Interim Committee monthly conference call
September 26-28	WCC board meeting, San Jose, California
September 26-28	1 st Midwest Multiregional PI Workshop and Learning Day

October 1997

October 2-4	Transition Group meeting (<i>with full Interim Committee attendance—pending</i>)
October 3-5	WSTC meeting at WSO-Chatsworth
October 8	Chairpersons' Call, if necessary
October 10-12	Latin American Zonal Forum in Buenos Aires
October 22	Interim Committee monthly conference call
October 24-26	Western Service Learning Days
October 29-30	WSO Business Plan meeting
October 31-Nov 1	WSO board meeting

November 1997

November 6-8	<i>World Service Board of Trustees meeting (pending)</i>
November 13-15	Transition Group meeting
November 14-15 Days	Washington/Northern Idaho Region's 8 th Annual H&I Learning

December 1997

December 5-6	Interim Committee meeting
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