

Narcotics Anonymous World Services, Inc.
Approved World Board Minutes
8-11 October 2014

Present: Tana Agostini, Mary Banner, Ron Blake, Iñigo Calonje Unceta, Paul Craig, Irene Crawley, Paul Fitzgerald, Odilson Gomes Braz Junior, Bob Gray, Sharon Harzenski, Arne Hassel-Gren, Mark Hersh, Franney Jardine, Tali McCall, MaryEllen Polin.

Absent: Ron Miller, Antonia Nikolinakou

Staff: Eileen Perez, Becky Meyer, Jane Nickels, Travis Koplou.

Wednesday 8 October

Key Result Area: Trusted Servant Development

We spent Wednesday focused on this Key Result Area (KRA) in order to be more effective trusted servant leaders for the fellowship.

This time taken to discuss what the board does, believes in and other larger concepts. This includes the six (6) Board development issues e.g. committed to action in 2014-2016 cycle. Those issues are decision making process, board unity, engagement and development of Board members, Board focus, responsibility for evaluation and WB roles and responsibility.

Many ideas were put forth today to further this KRA, the board needs to commit to 2 or 3 of the strategies in this cycle for world board development to move forward with this KRA.

A few announcements were made prior to ending the meeting on Wednesday, October 8, 2014.

Thursday 9 October

Key Result Area: Member and Group Support

Traditions Book

Report on the progress to date and plans for the first review and input

The project report recapped the input submission numbers and reported that the workgroup is currently working on Traditions 2 through 6.

The workgroup has held several webinars - last week's webinar was with old-timers and the input was invaluable. There will be another webinar with additional group of old timers as well as with group of people ages 30 and under.

31 January 2015 is the deadline for input on the Introduction and Tradition 1. The hope is to get more input from fellowship on Traditions 6 through 12. November 31 is the deadline input for Tradition 2 through 7 and the workgroup will review February-April 2015. Tradition 8 through 12 submission input deadline is 31 March 2015, with the workgroup reviewing May through August 2015.

The name and format of the book is still being worked out, if there are ideas please submit to staff.

Does the structure of the book work?

The Boards provided input and of those ideas:

- State how to use this book.
- Possibly tie in the relation between the Traditions and Concepts.

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- Spiritual principles chapter lays out the foundation for the book.
- Make sure questions don't ask the same thing in different ways/repetitive.
- Group questions with subheadings.
- Really beautiful and can feel how it works.
- To keep in mind that American idioms don't translate well for people that don't speak American English.

Additional input provided to the Group inventory questions narrative that are an attempt to help people navigate questions.

- Can a disclaimer be added regarding the difference with answering questions and incorporating Tradition's, etc.? Possibly repeat again before questions section.
- The questions are meaningful however, wherever possible would like to see them restated as statements or
 - Can we find a way to break up into subgroups or ask them to develop their own questions where there are more than 10 questions?
- Meditation section doesn't seem strong enough.

The cover memo will point out that the first review and input is what sets the tone of our book. Memo can also indicate the Board's thoughts and what needs more direction, for instance, what the board thought about improving and the amount of time we have to do it in. Also, ask if this model is liked since it may be mirrored throughout the book. Keep reminding the fellowship of the deadlines.

It was pointed out that the workgroup's and the Board's input were similar and looks forward to receiving the fellowships thoughts.

Discussion on Tradition Four in small groups

Tradition Four; *Each group should be autonomous, except in matters affecting other groups, or NA, as a whole.*

Each table discussed the 4 discussion questions in the Traditions booklet for 15 - 20 minutes. After which, each group reported back on their discussions.

Discussion questions:

- How do we know what affects NA as a whole?
- How do we find the balance between autonomy and responsibility?
- Why are autonomy and creative freedom so important in Narcotics Anonymous?
- What's most significant to me about Tradition Four?

Following that exercise, each group was asked to write down challenges, questions, learning lessons, positive experience and/or anything else that comes to mind in relation to Tradition Four.

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Each table read cards from the stack and indicated the category it belonged, e.g. I, G, S (individual, group, service). If we had time we would have asked for categories or situations that are missing.

Key Result Area: Member and Group Support and Service System

Issue Discussion Topics (IDT's) for the cycle

Welcoming New Members

Group Support

Planning

The World Board assessed each of the IDT's, working in small groups, simulating carrying out a session in the fellowship. On Friday the IDT's will be reviewed in more detail to impact the profiles before they are broadly distributed

After a couple of announcement regarding tomorrow agenda items, the meeting ended for the day on October 9, 2014.

Friday 10 October

Corporate Responsibilities

Financial Update

The only realistic timeframe to establish or predict a trend will be six months into this fiscal year which is not until December 2014. The Board discussed NAWS current financial statement position.

- There is about \$1.22M in inventory; and although it should be a bit lower (\$800K) we've had to purposely increase floor stocks to counter possible delays, e.g. like labor disputes in China which are beyond our control.
- Literature sales projections; there has been an increase in sales for key tags, chips and IP's #1, #7, #16 and 22 all of which could be indicators of fellowship growth. We have to wait to see how the balances end up later in the fiscal year.
- There has been a slight decline in Living Clean sales yet it is too soon to know if sales are beginning to reach saturation in the fellowship. If it becomes evident there is a continuous decline in sales; which is a year premature; we may have to reevaluate expense projections. We will also keep an eye on Spanish Living Clean sales with the knowledge that many Spanish speaking communities are not as large in comparison to the US.
- Shipping/handling expenses are tied to sales and reflected in the income numbers.
- Iran sales also distorted because of Ramadan and a lot of items were printed beforehand to accommodate for this.
- Reminder that once current stock of *Sponsorship* is reduced from inventory we will begin producing in-house and the embossed/raised emblem on cover will no longer exist as previously approved.

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Summary of questions and responses:

A decrease in literature sales is typical around this time of year (summer) and why we are watching to see if this trend continues.

Production: Working towards moving translated material back in house allowing for production quality assurances. Most translated material are not distributed in extremely large quantities, e.g. total percentage of sales by Europe is a little over 5% and WSO Europe breaks even because they are only a literature distribution house. Shipping in Europe is prohibitively expensive.

- The board talked about possibly creating a white paper about NAWs finances.
- Question regarding the debt paid by RSO's and the extent of those debts. Additional queries regarding finding ways to mitigate the future of RSO not paying debts and if all customers should be put on a pay as you go? Anthony responded that these are topics that can be discussed in future however our fundamental principle is to provide literature.

WCNA 36

- The convention program will be bilingual.
- Currently been focusing on getting the most reasonable and economical prices for our members (\$100 – \$300). We are also procuring the smallest room blocks possible.
- Payment plans are customary business practice in Brazil; however this will not include payment plans for convention registration, merchandise and any convention event. Payments plans for travel not available for US members.
- A cost estimate for a 3-5 night stay in Brazil is about \$4K-\$5K per person and as a general rule as a convention attendee, individuals would probably not want to stay in Barra longer than 3 nights because of the difficulty with commuting.
- The registration artwork we are looking to adapt came from a member in Brazil.
- We've had to change destination management companies twice. Rio just performs business differently than companies in the U.S.

Create a best practice document for Brazil travelers.

Visa processing for US and Canadian World Board (WB) members

- All members planning on attending the convention will need assistance from their local travel agent to help them create travel itineraries which is needed in order to acquire a tourist Visa.

Approve July 2014 Minutes

The July 2014 World Board minutes approved as amended.

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KRA: Service System

Service System this cycle and recap of the IDTs

Recap of where we left off with the IDT discussions and Discussion of where we are and plan for the next steps

Group Support is a strong profile that only needs a bit of refining, no substantial changes. No objection making changes and the draft going back to the World Board for review.

Welcoming New Members We are not trying to take any position with this discussion – simply encourage the fellowship to have the discussion and reach their own conclusions.

No objection to this IDT, IP #29 and 2nd steps in furthering IDT.

Planning session purpose is to introduce members to the value of planning. We've taken what we've heard over the last ten years and at same time linking some of the service system information for members to move forward. We can include opportunities and even share what and how to do particular things. However do not want this to be overwhelming for our members. We've decided to develop an IDT to get people enthusiastic about planning.

No objection: There will be tools and webinars for those that want to change and another set of tool or direction on where to go for those not yet ready to change. We'll start framing Planning in terms of Why Plan?

Framing the focus and content of Service System Project Basics

The WB broke into small groups and discussed the following questions to frame SSP Basics, Group Basics, and Local Service Basics.

1. What are the 3 most important things about the project overall, about Group Support, and Local Services?
2. What would you be disappointed to see missing from SSP Basics, Group Support Basics and Local Service Basics?

Service System Project Basics

A few of the ideas provided to the SSP Basics were that it is important that the groups are empowered to design and direct local services, that the underlining principles be evident, and that local service needs be identified and responses implemented.

The Board also thought it would be disappointing if SSP Basics did not link the process to what we had and how it served to create the foundation we have that led to the proposed changes - discussion and types of ways to delegate, how to contribute/participate, passion, inspiration, and actual success stories.

Group Support Basics

It is important that the environment be welcoming; the focus has to be on group needs; be inclusive, and engages participation. It would be disappointing if the procedure not linked to what we had before (foundation, growth/maturity), if it lacked examples of where it is working and if it lacked information about the delegation types/ways and reference to personal roles.

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Local Service Basics

It's important that the LSU/LSB include planning and planning cycle information, assembly value and how it involves members, embodies concepts, and that reader's understand importance because this calls for its members to contribute. That is also encompass the understanding of CBDM.

The connection between concepts and the service cycle should be shown, a survey tool and/or the idea of survey in general, and be as dynamic as possible.

No objection with information helping to frame basic ideas that will help guide the first EDM webinar and next steps for Service System Project will be sent to the Board for review and input.

KRA: Member and Group Support

Traditions Book

Discussion on Tradition Six in small groups

Tradition Six; *An NA group ought never endorse, finance, or lend the NA name to any related facility or outside enterprise, lest problems of money, property, or prestige divert us from our primary purpose.*

The Board replicated Thursday's Tradition small group exercise e.g. discussing questions in the Traditions booklet, reporting back to the full group, writing down challenges, questions, concerns, ideas and principles related after which cards read aloud.

Discussion questions

- What is the difference between cooperation and endorsement or affiliation?
- At what point could cooperative relationship begin to blur into affiliation or endorsement?
- What kind of conflicts might we run into with outside enterprises, and how can we address those disagreements?
- What's most significant to me about Tradition Six?

One of the tables found that doing a round robin or some type of group activity prior to the index card exercise was helpful.

Saturday 11 October

KRA: Sustainability of NAWS and Corporate Responsibility

Copyright and FIPT Issues

FIPT

The essay has been e-blasted to about 90K emails as well as posted onto www.na.org.

No objection to e-blasting to the larger email group on behalf of the World Board. The Basic Text history will be posted to the web as well. This will be reported in the Conference Agenda Report for WSC 2016.

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Suggested future item: create a video regarding background/history using someone/people that have been involved/knowledgeable about issue. **Efficiency, Sustainability, and Financial Responsibility of the World Board**

Ideal size for the future - no less than 12- no more than 15?

Size Matters article; page 3, #1: "Build a board that is sufficiently large to carry out your board's responsibilities, without unnecessarily degrading its effectiveness with excessive numbers that inhibit individual engagement and involvement for your board members".

Currently policy is a minimum of 12 and up to 18.

Discussion

Concerns

With a smaller sized board and the instances where some board members can't attend a meeting, the board members attending the meeting may be less than 15.

Brief dialog regarding obtaining a cost analysis in order to make more informed decision on smaller WB size; however, clarification provided regarding discussion being more about effectiveness of Board meetings although cutting cost would be a byproduct.

There was some concern that a smaller board would leave a void in board membership in terms of diversity.

Ideas

Solutions or other ideas to accommodate a smaller sized Board might be to ask former Board members to attend WS events with a current Board member being point for trip.

Continue experimenting and using technology.

Issue for future discussion

To discuss clean time requirements for a World Board candidate to be considered and the current requirement to stagger and shorten terms if more than eight are elected.

Having exhausted discussion the Board decided move to straw polls for size of board.

Straw poll

Maximum 15 as World Board size – 13

Maximum 14 as World Board size – 1

Maximum 13 as World Board size – 1

Minimum 13 as World Board size – 5

Minimum 12 as World Board size – 9

World Board straw poll: that the size be in a range of 12–15 with 1 opposed and to communicate needs to fellowship and the Human Resource Panel (HRP).

Consensus Points:

- A large segment of the Board thought 12-15 size World Board was ideal.

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- Group liked the idea of modeling what the WSC has been asked in terms of size.

Consensus of the board is to report discussing possibility of downsizing the World Board size to a range of 12–15.

Number and length of WB meetings – current cycle and in the future

There has been a previous EC discussion regarding how to reduce the expenses for the WB and believing that in the first year of the conference cycle, the WB could meet 3 times and 4 times in the second year. Reducing a day for WB meetings does not gain significant savings but eliminating a meeting would.

Current conference cycle has a meeting scheduled January 20-24 and April 28-May 2. Eliminating one meeting would save approximately \$50K.

Discussion

This topic of canceling a meeting this cycle was an unintended consequence from the discussion regarding saving money and having a window of opportunity. If there are items that need a decision before the August 2015 meeting the Board can have discussions via email or meet while in Brazil.

Various Board members were against canceling January 2015 meeting instead preferring to have a discussing on how to save money as an overarching topic. Urgency to make a decision right now not comprehended, along with the fact that there is a lot of work the Board must do in short amount of time.

Seven (7) members stated being opposed to canceling January meeting.. However the Board continued discussion, after which the body again asked if they were ready to make decision. Straw poll agreement: to move the January 2015 World Board meeting and to February or early March depending on everyone's availability and to cancel the April 2015 meeting.

Assessing canceling a meeting coming out of the WSC every cycle will be discussed in more detail at another time.

Service Pamphlets

At a recent meeting or workshop there seemed to be a lack of clarity among participants on what Service Pamphlets are and how to use. Therefore the Board agreed that adding a friendly reminder on how to use (blub) should be included in next NAWS News as well as to link with the IDTs, etc. and if possible include history of service pamphlets.

Regional Delegate assignments

Communication can include inviting RD's to participate in scans, IDTS and Service System Proposals. The point is for the World Board to just be available for any questions, etc. Can take this as an opportunity to ask what they would like to see or want as well. Remind conference participants that all NAWS related questions should be sent to www.na.org. Several Board members shared their experience to date.

Question asked regarding zonal forums using this type of platform to communicate and wondering if it would be useful to them. RD assignment list with model letters /templates will be resent.

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Nominations process from the WB to the HRP for this cycle

There will be 9 openings at the next WSC 2016. This is typically the time (between now and summer) that Board members eligible to run again are asked of their intentions. At the same time all reminded to make sure World Pool information is up to date. This discussion is to get clarification in order to create a base line to forward a frame for other needs. Goal is to have concepts to forward.

World Board ought to think about group composition needs and if WB criteria as written is agreeable by all. Also the HRP World Pool questions are what this body uses to assess and evaluate submitted candidates. The EC will forward the timeline and understanding of process electronically to the WB. After which the WB will submit recommendations.

Criteria (needs) for future candidates:

Diversity:

- Cultural: APF zone, possibly another Latin woman, African American, African decent and Iran.
- Longer term clean time essential (15 years+) . This will be discussed in more detail after being framed.
- Youth/younger generation.
- Business skills: e.g. financial and international business trade experience, medical professionals.
- Availably (this needs more clarity/discussion).
- Resources: what is intended explained and suggestion (if time permits) to rewrite the resource part to be more explanatory, provide additional detail and/or to give examples.
- A suggestion proposed for a needs analysis to be done. And that diversity means more than considering a local and who is rolling off.

WSC Seating

This session is to further the discussion held in July, we have time to develop more and still engage participants in a discussion before our report and recommendations for the 2016 CAT.

What is our collective recommendation going to be to the WSC?

The World Board talked about communicating in 2016 and how to engage the fellowship so there isn't a misunderstanding. Must consider all in its entirety in anticipation of any submitted seating requests, this would include if more communities added then have to be ready to change the nature and scope of how the conference functions. Suggestions will be communicated to the fellowship.

Common discussion themes were

Communicate what we are up against and the desire to not do anything at this time because we are in the middle of a process, more information is being gathered, including how WSC ties into sustainability.

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Create a virtual workgroup to review all input on issue, e.g. input collected and provide a recommendation on issue as well as on communities seeking seating.

To use current criteria for communities seeking seating at the conference, seating some which are the best functioning and not resulting from a split and with that we need to have a sense of what can be afforded.

If a decision made to seat communities, also say this is not permanent seating depending on what is decided with Planning our Future. This will get everyone familiar with the idea that there will be changes in the near future.

Background information requested that provides what it would cost per additional seated community.

Zonal; two ideas; move toward zonal representation; asking zones in existence if we were to go to zonal representation and for their ideas on how would they seat a zone at the conference.

Report that we have to come up with a strategy and solution. Need an interim band aid that won't undermine transition, as well as a limit and/or cap must be discussed, engage zones/regions in discussions. Two questions proposed for consideration are: What are the physical and financial limits? Are you prepared to change nature of WSC?

Use of Social Media

Evaluate the existing service pamphlet and decide what else can or should be done to help the fellowship with this issue later this cycle.

Questions

When a NA World Service workgroup member takes pictures and posts does that fall under NAWS policy?

When WB members travel on NAWS behalf, finish service commitment and during individual's free time take pictures and post, does that fall under NAWS policy?

Current policy is that NAWS provides NA members videos/pictures for internal use only. If it appears on the internet practice will cease. Some of the points raised were:

When traveling on behalf of NAWS what is and isn't acceptable:

- Staff shared that if traveling on NAWS behalf they post nothing.
- Identifying a particular person to a particular literature piece should never be done.
- Respecting another's anonymity should be forethought prior to posting pictures that include you with other NA members.

The consensus is that no one can be told what to do during free time, however raising awareness.

No matter what an individual's choice is about Facebook (participant or not) have to expect that as long as you're in the fellowship your picture may show up on Facebook or other social media site.

Upcoming Production Items

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New Medallion proposal (produced here and in Russia)

No objection to the Laser etched medallion sale price at \$12.50. If these medallions don't meet a certain sales threshold within a certain timeframe they will be removed from inventory.

Dark treatment is stained not etched and the medallion produced in Russia is laser etched not stained.

JFT single page tear off calendar project idea

No objection to pursuing this idea and attempting to make available for the holidays.

Arabic Language Translation Committee (ALTC)

Staff will be traveling to Egypt and initiating local production.

Flexibility for face to face meeting for WSC Processes if needed

It was the decision of the World Board to allow the WSC Processes group the flexibility to have a face to face meeting and reporting this to the fellowship.

Webinars

Next scheduled World Board webinar is scheduled for Monday, December 1st at 1pm Pacific.)

Zonal Information

A desire to better understand the current status of all zonal forums was expressed at WSC 2014. Staff can gather information but what is it we are asking and what do we want to know? No objections to delegating the framing of this topic to the EC, once completed it will be sent to the World Board.

No objection to expanding the conference participant mailing list to include zonal leadership.

After a few miscellaneous announcements the World Board meeting ended on Saturday, October 11, 2015.