

The next ASC meeting begins at 3pm on Sunday December 10th 2017 at St. Mary's (701 East Ocean Blvd, Stuart)

**Treasure Coast Service Committee Minutes for
November 12th, 2017**

24-hour Helpline Number: (772) 232-8676
Moment of Silence & Serenity Prayer
12 Traditions/12 Concepts
New To ASC
Roll Call
Approve Prior Month's Meeting Minutes

ASC welcomes:



18: areas in the Florida Region **31:** home groups that are members of The Treasure Coast Service Committee of Narcotics Anonymous.

HOME GROUP	July	Aug	Oct.	Nov.
1. Addicts in Recovery 2	P	P	P	P
2. A Dedicated Place To Start	P	A	P	A
3. A New Way of Life*	P	A	A	P
4. A Place to Start *	A	A	A	A
5. Came To Believe	P	A	P	P
6. Clean and Serene @ Noon	P	P	P	P
7. Copping Some Recovery	P	P	P	P
8. Friday Night Live	P	P	P	P
9. Give Yourself A Break	P	P	P	A
10. Just The Basics	P	P	A	P
11. Just For Today	P	A	P	P
12. Keep Coming Back	P	P	P	P
13. Klean & Crazy	P	P	P	A
14. Lost Dreams Awakening	A	P	A	A
15. More Will Be Revealed*	A	A	A	P
16. No Matter What Group	P	P	P	P
17. Not Alone	P	P	P	P
18. One Message Group	P	A	P	P
19. Rebellious By Nature	P	P	P	P
20. Recovery In The Park	A	P	P	P
21. Seeking Solutions	P	P	A	P
22. Seminoles Living Clean*	A	A	A	A
23. Spiritual Awakenings	P	P	P	P
24. Sunday Serenity	P	P	P	P
25. Surrender *	A	A	A	A
26. TGIF/ Monday Miracles	A	P	P	P
27. The 10 th Street Group	P	P	P	P
28. This Is The Truth	P	A	P	P
29. Tuesday Tune Up	P	P	P	P
30. Turning Point	A	P	P	P
31. Y.A.N.A	P	P	A	A
Home Groups Present	25	22	22	23

ADMIN. & SUBCOMMITTEES	July	Aug	Oct	Nov
Chairperson — Jackie S.	P	P	A	P
Vice Chair — ZACK			P	P
Secretary — Michele (Acting)	P	P	P	P
Alternate Secretary — OPEN				
Treasurer — Bill M.	P	P	P	A
Alternate Treasurer — Curtis G.			P	P
RCM — Ray F.	P	P	P	P
RCM-II — Benji	P			P
Literature — Uriah	P	P	P	P
Alt. Literature — Paul	P	P	P	P
Web Site — John R.				
Alt. Web Site— OPEN				
Activities Chair — Kyle	P	P	P	P
Activities Vice Chair — Michael S.	P		P	A
Helpline Chair — TBD	P	P	A	
Helpline Vice Chair — Anthony P.		A	P	P
H&I Chair — Shane W.	P	P	P	P
Convention Chair — Osa/Leslie	A	P	P	P
PI Chair — OPEN				

Quorum (Regular Voting Members, ÷ 2, + 1)

Next Quorum: 12

Total Home Groups Represented at Roll Call: 22

Voting Participation (number of groups able to cast vote): 22

Simple Majority (51% of this month's voting participation): 12

Open Forum:

- There was much debate and discussion around the South Florida Region's motion for Narcotics Anonymous World Services to provide information requested. This will be noted herein and hence forth as the **FIPT Inspection Request**. Included in these meeting minutes is a copy of the NA World Services memo, excerpts from the Regional Committee's meeting minutes and letter responses from NA World Services. **EACH GSR MUST READ AND PRESENT THIS INFORMATION TO THEIR GROUPS.** The conversation started with discussions around how this Area will respond to the attached. (Note: There have been no decisions regarding if or how this area will respond. The RCM will be attending RSC this coming weekend, and will learn more about the current status of the FIPT Inspection Request and its status.) Multiple members

of the Treasure Coast ASC assert that 7th tradition donations are being used to pay lawyers to deny the South Florida Region access to requested information. One member of the assembly stated that TCANA could withhold its donation this month to the Region. The procedural manner in which to do this was discussed. TCNA general policy item 6) Motions, c) Procedural sequence of motions ix states, “Any motion pertaining to money in excess of \$250.00 must go back to groups.” There is a motion directly related to the FIPT Inspection Request...**You must read the memo, excerpts and letter from NAWS to be able to vote on motion #1!! (See Information below.)

- Saturday 2:00 pm meeting *A New Way of Life* is now closed. It was stated that the meeting time and location is available for anyone that wants to pick up the meeting to keep it going.
- Seeking Solutions GSR commended the web master for having up to date meeting information available. Paving crews in Okeechobee were able to easily and readily locate and attend the meetings there.

Announcements:

- After two consecutive absences the group will lose voting participation, and will not be included in quorum. To regain voting participation, and its place in quorum, the group must participate in 2 consecutive ASC meetings. Please refer to ASC policy for more information. “*” indicates that the home group has been removed from quorum.

Old Business:

- The following positions are open on the ASC: (See the ASC Policy for qualification requirements. Please encourage members of NA to participate in Area Service. They can volunteer or be nominated.)
 - Alternate Secretary
 - Alternate Web Site
 - Alternate Helpline Chair
 - PI Chair
- Forms Ad Hoc Subcommittee Update – Updated Subcommittee Forms were included in the Agendas. Assembly was made aware of the forms. Acting secretary requested any feedback. The subcommittee forms will be made available online.

• Helpline Subcommittee Chair Nomination.

- Amanda P. was elected to the Helpline Chair position. Thanks for serving!
 - For: 18
 - Against: 0
 - Abstain: 1

New Business:

Motion #1:	To temporarily postpone donations of 7 th tradition funds from ASC to region until resolution of FIPT Inspection Report is found.
Motion Maker:	Activities Chair
Second:	GSR; Came to Believe
Intent:	To ensure group and subsequent NA Members are not funding items outside of expected uses. I.E. – Format Announcements.
Point of Information:	Requestor: Acting Secretary Information Requested: How much does Treasure Coast NA ASC donate to the Region? Information Provided: \$1,000 was provided in August. Another response indicated that donations were between \$1,000 and \$2,000.
Point of Information:	Requestor: Acting Secretary Information Requested: Once the money is donated to the Region, is there any way for the Area to prescribe how the donation is used. Information Provided: No.
Point of Information:	Requestor: 10 th Street Group GSR Information Requested: What is the process of donating money? Information Provided: Alt. Treasurer indicated that after the areas expenses are paid, there is a donation that is made. RCM also indicated that Treasure Coast does not take a check with them to each Regional Service Committee Meeting. Acting secretary noted that without the Treasurer present, that the RCM will not likely be taking a donation to region this month.
Pros:	<ol style="list-style-type: none">1. It doesn't hurt the addict. Groups and Areas are responsible for the suffering addict. It is a temporary measure and not a violation of policy.2. We know what is going on with the money, if it is kept at the area level.
Cons:	<ol style="list-style-type: none">1. Only a portion of 7th tradition donation is used to support the issue. Not all of the money goes toward an attorney. Money is used for other matters.2. All of the Area's 7th tradition donations do not go to NA World Services. Money is also used at the Regional level.
Motion Status:	Tabled to groups for vote.

Motion #2:	To amend H&I policy to read, "Treasure Coast area will donate a case of Basic Texts every June and December to be given to H&I facilities as needed. Current General Policy item 11 states, " Treasure Coast Area will donate a case of Basic Texts (36) every June and December to be divided evenly between Okeechobee, St. Lucie, Indian River, and Martin County jails. Giving 12 books to each facility."
Motion Maker:	GSR, Rebellious by Nature
Second:	GSR, One Message
Intent:	More evenly distribute literature to facilities as needed
Pros:	<ol style="list-style-type: none"> 1. There is a surplus of texts that are not currently being distributed to jails. 2. H&I can distribute literature to facilities other than the jails.
Cons:	<ol style="list-style-type: none"> 1. Literature can be distributed to for profit institutions. (It does not mean that they will be.)
Motion Status:	Tabled to groups due to a change in policy.

Subcommittee and Administrative Position Reports

Activities: Verbal Report was given, but acting secretary was distracted with direct questions from the assembly. No written report was received.

Convention: Verbal report provided. The convention was a success. Wrap up meeting – the convention made enough money to pay the bill.

Helpline:

**Treasure Coast Area Service
Sub-Committee Report Form**

ASC Date: 11/12/2017

Name of Sub-Committee: Helpline

Sub-Committee Location: St. Andrews

Sub-Committee Day(s) & Time(s): Second Friday of every month

Committee Activities, Accomplishments, Specific Problems or Situations:

Attendance: 7 Attendees, quorum is 4.

37 calls total: 25 Answered; 11 hang-ups; 1 not answered.

Plans for month: Amanda was elected as chair. Other service positions are available, so the subcommittee will be announcing at meetings (6 month clean time requirement – vice chair and secretary.

Income and Expenses:

Income	\$	Expenses	\$
		Onebox	50.00
Total		Total	50.00

Anthony P.
Chair Person Name

772-985-6003
Chair Person Phone Number

Email Minutes Yes No

Email : AnthonyPHSC@gmail.com

H&I Summary: Attachment at the end of the report includes the H&I subcommittee “Panel Member Orientation Package.”

H & I Summary for October 2017

Banyon Detox	Monday 7 pm	All weeks covered	Nelson S.	772/349/3097
Coastal Detox	Tuesday 7pm	All weeks covered	Molly	772/486/4615
CRC	Saturday 6pm	Week 1 open	Noelle	772/301/9982
DATA	Monday 7pm	All weeks covered	Shane W.	772/828/0231
FCR		NO REPORT	Rob S.	772/361/3763
Just Believe Detox	Mondays 7pm	Week one and week five open	Valencia	772/985/5085
Martin co. M	Monday 6pm	Weeks one, four, and five open	Mike P	561/351/3239
Martin co. W	Monday 6pm	All weeks covered	Bev	561/876/3039
New Horizons	Thursday 7:30pm	All weeks covered; Currently looking to change day of meeting	Janelle	772/501/4053
New Life		More will be revealed	Jessica	772/801/3940
Okeechobee co	Fridays 7pm	All weeks covered.	Casey R	863/634/5925
Port St. Lucie hospital	Friday 7pm	All weeks covered	Shawn H.	772/475/2337
South Florida Detox	Tuesday 7pm	All weeks covered	Casey R.	863/634/5925
Revive Detox	Sunday 5:30pm	All weeks covered	Ray	772/267/9874
Rock Road M	Tuesday 7pm	No panel coordinator; please announce at meetings!!!		
Rock Road W	Tuesday 7pm	Rani B was elected panel coordinator	Rani B.	772/284/4643

Thank you to all the trusted servants, our next sub-committee meeting will be December 10. Please attend 2 pm at St. Mary’s in Stuart.

Motion to amend our policy to read facilities as needed instead of only Jails was proposed and will go to groups for a group conscience, see area minutes.

In loving service John Lee 772/307/1816 (See below for Panel Member Orientation Package)

PANEL MEMBER ORIENTATION PACKAGE

Treasure Coast Area of Narcotics Anonymous

H&I SUBCOMMITTEE

Orientation

H&I orientation is a period that allows NA members to become familiar with H&I work so they aren't rushed into it without any preparation for this service. Many people are quite apprehensive about getting into H&I for a variety of reasons. Don't be put off, everyone has something to offer.

This packet has been compiled by the Treasure Coast Area of NA H&I Subcommittee to give a brief outline of some of the specifics that will be important for you as a panel member. The H&I Handbook gives a much more in-depth look at H&I work in Narcotics Anonymous if you decide you want to learn more about this rewarding type of service.

Many areas as a part of orientation bring those that are new to H&I to their first H&I meeting/presentation or two as an observer. This will give you a chance to just listen at first and see how an H&I meeting/presentation really works. Also this helps many feel more comfortable when they come join the panel.

The Meeting/Presentation Format

There are a variety of formats that we use when carrying the message into facilities, but there are some key points to keep in mind about all of them.

The format of any particular H&I meeting/presentation may vary from meeting to meeting depending on the type of facility. In short-term facilities, the format will be more focused on the panel members carrying a message in to the residents, while at a long-term facility we may encourage more participation from the residents. In H&I we are carrying the message into the facility. At an H&I meeting we are not there to dump our problems, but rather to help these addicts become aware of what NA is and how it works in our lives. In effect, an H&I meeting is an introduction to our fellowship for addicts.

The panel leader should let you know what the format is before the meeting/presentation and should be able to answer any questions you may have about it. If you would like to see samples of a variety of formats, there is an explanation of several of them in the *H&I Handbook*.

Whatever format is chosen, we normally get the residents involved with a question and answer session at some point in the meeting/presentation. Also, you may be asked to stay after the meeting for a while to talk with the residents if that is allowed.

Personal Commitments

Please **DO NOT** volunteer for an H&I meeting/presentation if:

1. You are not sure that you want to attend, or
2. You are not sure you will be able to attend the meeting. If something comes up and you will be unable to make it, try to give the panel leader at least forty-eight hours' notice so that he/she can invite someone to fill your spot. **DO NOT** ask someone to take your place or even to come along with you to the meeting. The panel leader is the only one that is allowed to invite people to the meeting.

Questions and Answers

This a good idea to encourage questions concerning what was presented at the meeting or other general questions about NA, but there are a few things you should keep in mind.

Please remember that NA has no opinion on outside issues. Occasionally during the question and answer period or when talking after the meeting/presentation, the residents will ask us to give an opinion on outside issues such as:

1. Other recovery programs or fellowships.
2. The facility, i.e., "Do I need to stay in treatment?"
3. Many other issues that do not pertain to recovery from addiction in the Narcotics Anonymous Fellowship.

It is very important that we are not drawn into these types of discussions! Always remember to only your share experience, strength, and hope about YOUR recovery in Narcotics Anonymous.

Working with Others: Men with Men, Women with Women

Some facilities house only men or only women. Other facilities house both men and women, but keep them separate. In these facilities, where your meetings/ presentations will consist of only men or only women, we feel strongly that only same-sex Narcotics Anonymous members should participate. Remember, our primary purpose is to carry the message of recovery, not to make our meetings more popular with the addicts we are trying to help. Problems that arise in this area have the potential to seriously damage the credibility of Narcotics Anonymous. Experience has taught us that we can avoid these problems if we follow this simple guideline.

Adolescents

When adolescents are referred to in this handbook, we are referring to anyone under the legal age of majority in your state or country. We need to remember that adolescents are prospective members and should be treated with respect.

When sharing in an H&I meeting/presentation, we need to remember that to an adolescent, the stress experienced due to peer pressure or the relationship with their parents and/or teacher may be just as much a crisis to them as losing a job, marriage, or house may be to others. In NA, we learn to deal with our feelings and emotions, and share with others how we have been able to work through them by utilizing the Twelve Steps of Narcotics Anonymous.

Due to the governmental statutes regarding adolescents, we need to be especially aware of facilities' rules and regulations as they relate to our interaction with these prospective members. For example, some facilities may require a staff member to be present during meetings/presentations. One suggestion we may make to administrators of facilities for adolescents is that they make attendance at the H&I meeting voluntary. We have found this reduces distraction, increasing the opportunity for recovery in the Narcotics Anonymous Fellowship.

While some people maintain that adolescents respond better to people closer to their own age, the bulk of our experience suggests that the age of the person sharing at an adolescent H&I meeting is secondary to their ability to share a strong, clear message of recovery. Adolescents seem to respond more to the message than to the messenger. All H&I meetings are highly structured and should be geared towards recovery through the Twelve Steps of Narcotics Anonymous. Our experience has shown that we do not need to use a special format when carrying the message to adolescents.

In addition to the do's and don'ts found at the end of this package, we feel that the following should be included.

Do's

- Do** Remember that this is a "we" program. No addict should feel that he/she is being preached to.
- Do** Remember that an addict is an addict, regardless of age.
- Do** Tell them that there is fun in recovery, i.e., social events, fellowship, etc.
- Do** Acknowledge and validate their feelings and emotions.

Don'ts

- Don't** Glorify your past.
- Don't** Say, "I feel like I'm talking to my kids."
- Don't** Compare your bottom to theirs.
- Don't** Patronize adolescents.
- Don't** Use profanity.

H&I Requirements

You have been invited to carry the message of recovery through H&I meetings/presentations because:

1. You have at least six months abstinence from all drugs.
2. You have a strong NA message of recovery from addiction.
3. You seem willing to comply with all of the H&I subcommittee's and the facility's requirements.
4. You are willing to carry the message in a responsible way.

Do's and Don'ts for H&I Participation

Do's

- Do** Make directories of outside meetings available to residents.
- Do** Clarify the facility's rules with anyone you bring in.
- Do** Start and end on time!
- Do** Briefly explain what H&I is.
- Do** Make it clear that NA is separate and distinct from the facility as well as other fellowships.
- Do** Try to get residents involved, especially those in long-term facilities (i.e., literature person, coffee maker, readings, etc.)
- Do** Obey all dress codes. Exercise common sense and dress appropriately.
- Do** Keep staff aware of your whereabouts at all times.
- Do** Stamp all literature you bring into a facility with the local helpline number.
- Do** Screen all panel members carefully, especially regarding the clean time or other requirements.

Don'ts

- Don't** Break another person's anonymity, or tell his or her story.
- Don't** Debate any issues involving facility rules or regulations.
- Don't** Get involved in discussions on outside issues; remember why we are there.
- Don't** While sharing, put too much focus on what it was like. They already know.
- Don't** Debate which drugs are acceptable. NA is a program of complete abstinence from all drugs.
- Don't** Discuss conditions within the facility, or opinions about staff members.
- Don't** Carry excessive cash, or wear expensive or flashy jewelry.
- Don't** Show favoritism to any resident(s).
- Don't** Take messages in or out of the facility.
- Don't** Give out any other person's address or phone number.
- Don't** Carry in any contraband items, such as cigarettes (if applicable) or weapons.

Remember at all times that you have a responsibility to the facility, to the residents, and to NA. If you observe the above suggestions, and follow the Twelve Traditions, you will uphold your responsibilities to all three.

Literature:

RCMI & RCMII Report: Next RCM meeting the weekend of the November 18-19.

Secretary's Report:

November Secretary's Report:

1. The following documents were provided to the webmaster for upload to the TCANA website on 10/21/18.
 - a. October 2017 Meeting Minutes
 - b. October 2017 Subcommittee Reports – Helpline, Activities, H&I, Convention
 - c. November 2017 Meeting List
 - d. Updated November 2017 meeting list on 11/6/17
2. Meeting Minutes:
 - a. Created the October Meeting Minutes, distributed to all that provided e-mail addresses.
 - i. Removed 2 meetings from the Roll Call list. – Morning Feel Good and Midnight Recovery per input from GSRs in the assembly. No formal notification was provided by the groups that they were closing or had closed.
 - b. 10/9 - Updated GSR report section for This is the Truth (V1). GSR notified me via email that the data was incorrect. Correct information was then input.
 - c. 10/9 - Received October Convention subcommittee report and added to Minutes. (V1)
 - d. 10/10 – Received October H&I subcommittee report and added to Minutes. (V2)
 - e. 10/15 – Received October Activities Subcommittee Report and added to Minutes (V3)
 - f. Sent request for subcommittee reports to Activities and convention committees.
3. Meeting List:
 - a. Updated meeting list based on info. on GSR forms, distributed to all and posted on the area website.
 - i. Initially missed the time change to Tuesday Tune-up reported by the GSR. It was updated in a 2nd version of the meeting list (_V1.)
 - ii. Removed Morning Feel Good from Tuesday.
 1. Mon., Wed., Thurs., Fri. Tuesday was already removed from the meeting list, but the Acting Secretary was not aware that it was a 5 day a week meeting, and missed removing the other meeting times. All meetings for Morning Feel Good removed from 2nd version of the Meeting list (_V1.)
 - b. Added Copyright information for excerpts taken from the White Booklet.
 - c. 3rd version of the meeting list created (_V2) and sent to all GSRs:
 - i. Klean & Crazy Sunday meeting – temporary location change to the Jensen Beach Causeway
 - ii. Lost Dreams Awaken – Tuesday meeting – temporary location change to the Jensen Beach Causeway
 - d. 4th version of meeting list created (_V3) with change to Klean and Crazy meeting format for Sunday night. Format changed from RR to TD.

- e. 5th version of meeting list created - to correct temp location to Jensen Beach Causeway Pavillion, not Jensen Beach Pavillion on Causeway Road.
4. Agenda
 - a. Created November Agenda and e-mailed.
 - b. Updated November Agenda – removed Archivist from New Business Area Report
5. Printing:
 - a. Printing cost in November was \$139.20.
6. Created updated forms for Subcommittee reports. Distributed for feedback in November ASC Agendas.
7. Announcing at meetings that the Alternate Secretary position is open.

Policy: There is not an active policy sub-committee.

Public Information: There is not an active Public Information sub-committee.

Treasurer's Report:

Website:

Group Reports:

Home Group	GSR	Days and Times	# of Group Members	Average Attendance	Literature Order	Donation
Addicts in Recovery 2	Brittany Y	Mondays @ 8:00pm - 9:15pm	10	80	\$42.87	\$71.00
A Dedicated Place to Start	Tamara	Mondays and Saturday @ 7:30 pm	N/A	N/A	N/A	N/A
A New Way of Life	Atom P.	Saturdays @ 2:00pm	N/A	N/A	N/A	N/A
A Place to Start	Miguel G	Saturdays @ 9:00am-10:30am	N/A	N/A	N/A	N/A
Came to Believe	Jimmy	Thursdays @ 7:00pm-8:15pm	4	12	\$29.18	\$0.00
Meeting Needs Support Keenana – 2 years						
Clean And Serene @Noon	Debbie B	Mondays ,Wednesdays, and Fridays@ 12:00pm	21	22	\$7.04	\$58.32
Noelle – 2 years; Jewells – 5 years; Lynn T. – 30 years						
Copping Some Recovery	Kristin C.	Fridays @ 9:00pm	4	40	\$0.00	\$54.00
Friday Night Live	Kelly E.	Fridays @ 8:30pm	5	50	\$42.73	\$0.00
Give Yourself A	Billy J.	Tuesdays @ 8:00pm	N/A	N/A	N/A	N/A

Break						
Just The Basics	Laura B.	Mondays @ 7:00pm	6	40	\$82.00	\$3.60

Just For Today	Dell M.	Tuesdays @ 7:30pm	N/A	N/A	N/A	N/A
Keep Coming Back	Therese T.	Thursdays @ 6:30pm	8	18	\$8.00	\$2.00
Klean and Krazy	Michael P.	Wednesdays @ 8:30pm Saturdays @ 6:30pm Sunday @ 7:00 pm	8	35	\$11.66	\$299.34
Meeting moved to Jensen Beach Causeway Park until further notice.						
Lost Dreams Awaken	John A.	Tuesdays @ 8:00pm	N/A	N/A	N/A	N/A
More Will Be Revealed	Jeff M	Sundays @ 2:00pm	4	10	8.50	11.50
No Matter What	Crystal N.	Wednesdays @ 8:30pm	15	100	\$84.37	\$126.53
Morning Feel Good		Mon.-Fri. @7:15am	N/A	N/A	N/A	N/A
Not Alone	Nelson S	Saturdays @ 8:30pm	6	80	\$39.77	\$40.23
Attendance must be kept at 90 or below per Fire Code. Charles S. – 24 years; Phil – 5 years						
One Message	Mike S.	Sundays @ 7:00pm	N/A	N/A	N/A	N/A
Nov. 26 celebrates the groups 31 year anniversary						
Rebellious By Nature	John Lee	Fridays @ 7:00pm	8	13	\$0.00	\$5.00
Recovery In The Park	Chris H.	Thursdays @ 7:00pm	5	25	\$11.66	\$67.34
Seeking Solutions	Casey R.	Monday @ 7:00 – 8:30 pm Wednesday @ 7:00 – 8:00 pm Saturday @ 12 Noon – 1:00 pm	5	7	\$0.00	\$0.00
Casey R. – November 23rd – 17 years						
Seminoles Living Clean	Lewis G.	Thursdays @ 7:00pm	N/A	N/A	N/A	N/A
Spiritual Awakenings	Ryan D.	Wednesdays @ 7:00pm and Saturdays @ 7:30pm	6	40	\$107.52	\$17.48
Patti – 36 years						
Sunday Serenity	Laura B.	Sundays @ 9:30am	5	30	\$64.90	\$0.00
Surrender	Rich S.	Sundays @ 7:00pm	N/A	N/A	N/A	N/A ₃
TGIF/Monday	Michelle	Mondays and Fridays @ 7:00pm	12	28	\$10.78	\$117.22

Miracles	L.					
Pat C. – 7 years; Douglas J.– 8 years; Molly R. – 10 years; Rachel B. – 5 years						

The 10th Street Group	Beverly C.	Tuesday @ 6:30pm	12	28	\$0.00	\$100.00
Ernie & Tracy – 27 years						
This is The Truth	Karen R.	Thursdays@ 8:30pm	6	17	\$24.40	\$17.00
Meeting time is 7 – 8 pm.						
Tuesday Tune Up	Patrice L	Tuesdays @ 7:00pm-8:00pm	4	45	\$80.96	\$0.00
Turning Point	Dave W.	Mondays @ 7:30pm	5	10	\$0.00	\$0.00
YANA	Annette	Wednesdays @ 6:30pm	8	14	\$28.65	\$0.00



NA World Services, Inc.

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www.na.org

To: World Service Conference Participants
From: World Board
Date: 29 August 2017
Re: *FIPT* Inspection Request from the South Florida Region

Hello Conference Participants,

As you may know, the Operational Rules of the *Fellowship Intellectual Property Trust (FIPT)* describe a process whereby a regional service committee can request to inspect the records and operations of the Trust. Following this cover memo are three documents related to such a request we received from a regional delegate on behalf of his region. These documents are the request from the South Florida Region dated 17 April 2017; our response dated 29 August 2017; and an Addendum, which responds directly to each of the ten Concerns listed in the request. We are forwarding these documents to all Conference participants to keep you updated on this matter and because this is an issue we expect to discuss at the 2018 World Service Conference—both this particular request and the process for making and responding to these types of requests.

We apologize for the legal tone of our response and the Addendum. We would prefer never to have to consult attorneys when responding to members or service bodies. We would much rather resolve issues and concerns within the Fellowship rather than resort to legal means, but when a request involving legal matters is made of World Services, a legal response is both prudent and appropriate.

As the documents that follow explain, after consulting with both our corporate and copyright attorneys, we do not believe all of the Concerns described in the request fall within the purview of a *FIPT* inspection. We are also awaiting confirmation from the requesting region about their specific concerns. We expect to have more to report before the 2018 World Service Conference, and we will request the guidance of the WSC. We see our role as Trustee not just as a set of legal duties, but fundamentally in terms of spiritual principles. We have been charged with a legal “fiduciary” responsibility, which, simply put, means a position of trust, and we strive to honor that spiritual ideal. Clear reporting and communication are consistent with our commitment to accountability and integrity.

We would also like to have a more general conversation with the Conference about the process for requesting an inspection of the Trust. The *FIPT* was drafted and approved in 1993, before the restructuring of World Services. When the *FIPT* was approved, the budget of the World Service Office was separate from that of the World Service Conference, and not under the control of the WSC. The financial structure adopted by the Conference during the restructuring of World Services does not lend

itself to a quick and easy Trust inspection. We do not segregate Trust property in this way; we organize our financials according to the policies adopted by the Conference and as described in *A Guide to World Services in NA*.

As the *FIPT* is currently written, a single region can request an inspection of the records and operations of the Trust, and such an inspection can be both time-consuming and costly. We are not sure this part of the Operational Rules reflects the Conference's current thinking. A policy that allows a single region to make a decision involving the allocation of so many resources seems contrary to our evolution toward a consensus-based Conference. This is one of those policies that we have known was outdated and unclear for some time, but have not wanted to drag the Fellowship through a detailed review. The recent inspection request, however, has made it clear we may be overdue to have this conversation.



NA World Services

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29 August 2017

South Florida Region of Narcotics Anonymous
PO Box 5842
Lighthouse Point, Florida 33074

Dear All:

The April 17, 2017, letter from the regional delegate on behalf of the South Florida Region of Narcotics Anonymous requesting inspection of the records and operations of the *Fellowship Intellectual Property Trust* and the activities of its Trustee was considered by the World Board on July 21, 2017, its first meeting after receipt of the request. The World Board is taking this request seriously, and has spent significant time and resources in addressing its form and contents. This letter outlines the action requested of the South Florida Region in furtherance of the request after a detailed discussion and analysis by the World Board. We have also included an Addendum that explains our related thoughts and reasoning.

We all are aware that this is the first time a region has sent a request for inspection, so we are all covering new ground here. The World Board will therefore be sending the South Florida Region's request to the World Service Conference for guidance, inasmuch as Section 3 of Article V of the Operational Rules of the *FIPT*, set forth below, makes clear that any inspection is to be made on behalf of the Beneficiary, which the *FIPT* defines as the Fellowship of Narcotics Anonymous as a whole.

ARTICLE V: RIGHTS AND RESPONSIBILITIES OF THE BENEFICIARY

SECTION 3: INSPECTION OF TRUSTEE ACTIVITIES

Conditions of inspection

Any regional service committee or equivalent service body may inspect the records and operations of the Trust on behalf of the Beneficiary, provided the following conditions are met.

- 1. A motion to conduct an inspection of the Trust must be approved by a regional service committee or its equivalent.*
- 2. The regional service committee wishing to inspect the Trust must assume the expense associated with the participation of its own representative*

in the inspection. All other costs associated with the inspection shall be borne by the Trustee.

3. *The regional service committee must present a written request for inspection of the Trust, detailing its concerns and any particular areas of Trust operations it wishes to inspect.*

This same section requires both a motion to conduct an inspection approved by the regional service committee and a written request by the regional service committee detailing its concerns and any particular areas of Trust operations it wishes to inspect. The World Board believes that the concerns in a written request must be specifically approved in the underlying motion of the regional service committee, after discussion and deliberation.

We asked for the underlying motion and were provided the minutes of the December 17, 2016, motion of the South Florida Region. The motion, identified as Motion 12-05-16, reads as follows:

Motion Reads: Motion: We agree in principle that the South Florida Region request an inspection of the records and operations of NA World Services per the Fellowship Intellectual Property Trust (FIPT) dated May 2012 in accordance with ARTICLE V: RIGHTS AND RESPONSIBILITIES OF THE BENEFICIARY pages 16-17.

This motion is most general in nature, seeking a review of records and operations of Narcotics Anonymous World Services, Inc., not the Trust, without mentioning the records and operations of the Trust or detailing concerns or any particular areas of Trust operations the South Florida Region wishes to inspect. If, as it appears, this is the sole motion approval by the South Florida Region of the request for inspection, the World Board does not see how the request complies with the requirements of the Operational Rules or is capable of appropriate response.

We want to share with the region the Board's thoughts on the purpose of a request for inspection. We feel, and the Operational Rules and comments support, that an inspection request is to address legitimate factual concerns in a region that arise out of the unique nature of the Fellowship with respect to the Trust. The request for inspection should therefore be completely consistent with the supporting motion and discussions at the region. Without this, a vague and seemingly innocuous motion can be used as the basis for a request for inspection on completely different issues, or without any real understanding by the region of the time, personnel hours needed, financial costs, and problems within the Fellowship that a request for inspection without a true foundation will cause.

By the same token, we think that a request for inspection really needs to be useful and not just an empty exercise. So it should not be a request to repeat parts of routine accounting audits conducted by a CPA firm each year, to indirectly challenge the WSC on an issue or matter where the Fellowship has already spoken, or otherwise be rather pointless.

The Operational Rules lay out a process that needs to be followed, and the April 17, 2017, request for inspection you have sent does not follow the process. First, the ten "Concerns" listed are not consistent with the matters discussed in the December 17, 2016, minutes for

Motion 12-05-16. Second, each Concern is followed by a request to review wide categories of documents and sometimes documents that do not even relate or respond to that Concern.

Finally, responding to any request for inspection is going to be expensive. In addition to the region's cost, estimated at \$2,000, there is the expense of personnel at NAWS who will be taken off their regular duties to deal with this, plus the charges from trusted servants and outside accountants and lawyers to review and deal with the request, locate documents, and then participate in the inspection.

The minutes for Motion 12-05-16 continue with three more paragraphs under the headings of "Intent" and "Related Issues." Assuming those paragraphs can be construed as the attempt of the South Florida Region to detail its concerns and identify the particular areas of Trust operations it wishes to inspect, we make the observations below about each of those paragraphs.

The following paragraph of the motion minutes is headed "Intent" and reads as follows:

Intent: To hold Narcotics Anonymous World Services, Inc (NAWS, Inc) accountable to the fellowship and to accurately account for all money coming in and out of NAWS as well as looking at literature related contracts between NAWS, Inc and outside organizations. In all the time since the FIPT was created this has never been requested. It is time to do so!

Again, the statement in the first half of the first section of this paragraph relates only to NAWS without referencing the Trust or distinguishing between the operations of NAWS that relate to the Trust and those that do not. The second half of the first sentence relates to the operations of the Trust, but does not detail any concern or the basis for that concern.

The next paragraph of the motion minutes is headed "Related Issues" and reads as follows:

Related Issues: The current financial statements coming out of NAWS, Inc do not tell us what they are spending money on except in highly generalized terms. They refuse to clarify their financial information claiming that what they have provided is in accordance with California and Federal law. They also refuse to state what kind of deals they make with outside organizations in relation to literature sales saying they don't legally have to.

This paragraph is also general in nature, beginning by addressing all NAWS activities without limitation to the Trust and ending with a specific issue related to literature sales but failing to detail a concern.

The following paragraph of the motion minutes does not have a heading and reads as follows:

NAWS, Inc was advised of the Drug Strategies website (<http://www.drugstrategies.org/NA-Meetings/Florida/>) giving away free NA literature in November 2015. We have been advised that it will take at least a year to investigate and even more time to go through a legal action. On the other hand, an online Group () was issue a Digital Millennium Copyright Act takedown notification within 24 hours of the website going live by NAWS, Inc.

This paragraph provides a narrative of a characterization of two events that are believed to have occurred, but again, no specific concern is described.

If these paragraphs of Intent and Related Issues, together with the “Motion Reads” paragraph, reflect the concerns intended to be addressed in a request for inspection authorized by the South Florida Region, please so confirm and they will be addressed by the Conference. However, if the South Florida Region wishes to take the above World Board comments into account by passing resolutions that more directly focus on the records and operations of the Trust and that provide specific details of concerns, it should do so promptly, as that may require further Board analysis before the Conference meets and further delays if deadlines for the process of bringing matters before the Conference are not met.

You should know that the World Board has concluded that even if the South Florida Region had made a valid request in accordance with the Operational Rules that included all ten of the “Concerns” in the April 17, 2017, letter, it would not be possible to carry out those requests as drafted within the time frame specified in that letter, and it would be extremely difficult, time-consuming, and expensive to attempt to fully respond over a longer time frame.

However, to keep this process moving forward, we have identified what we think are the actual concerns of the South Florida Region from the Motion 12-05-16 minutes, which are the following:

Concern A: That the current financial statements identify expenses in “highly generalized terms.” The simple fact is that financial statements are prepared using standard terms, and have satisfied not only our accountants but also the WSC. A request that your region seconded last year for more detail about WCNA finances was not supported by the WSC. This is routine accounting practice by NAWS, and therefore not really a concern that is appropriate to be addressed in a request for inspection.

Concern B: A refusal to state “what kind of deals” are made with outside organizations with respect to literature sales. Part of the annual accounting audit ensures that uniform prices are charged and pricing policies are followed. The price lists and discount terms all come from one place and are not different for non-Fellowship customers.

Concern Detail C: There is a reference to the time it takes to close down unauthorized sales of literature online at the Drug Strategies website versus those of an online group. As far as NAWS is aware, it has sent notices only to non-Fellowship posters of literature.

It should be noted that much has changed at NA World Services, as well as in NA as a whole, since 1993 when the *Fellowship Intellectual Property Trust* was adopted. There were

16,575 meetings represented by 72 regions at the opening roll call of WSC 1993. In 1993, WSO controlled its own general operations. The WSC had direct control only over the WSC finances. The WSC budget included all contributions from the Fellowship and paid for the Conference, its committees, workshops, H&I literature, and Conference publications. The WSO and WCNA bylaws “acknowledged the right of the WSC to make specific recommendations to the WSO regarding its general operations,” but the WSC had no direct control or approval rights over the WSO budget.

In 1998, WSO, WSC, and WCNA were consolidated into NA World Services, which is directly responsible to the WSC. For the first time, all of NA World Services’ policies—its budgets, financial reports, auditing and reporting, etc.—were accessible and directed by motions at the WSC. As a result, comprehensive audited financial statements and reports to the California Attorney General provide most of the safeguards that the Operational Rules lay out.

For this reason and all of the other reasons stated above, the expenditure of time, money, and resources related to addressing most, if not all, of the items addressed in the delegate’s letter of April 17, 2017, does not appear warranted or of benefit to the Fellowship. We urge you to take the contents of this letter to heart and tailor your response accordingly.

In fellowship,

Arne Hassel-Gren

World Board Chair

Encl: Addendum

Addendum: Initial response to the South Florida April 2017 request

Excerpt from December 2016 South Florida RSC Minutes

Motion Reads: Motion: We agree in principle that the South Florida Region request an inspection of the records and operations of NA World Services per the Fellowship Intellectual Property Trust (FIPT) dated May 2012 in accordance with ARTICLE V: RIGHTS AND RESPONSIBILITIES OF THE BENEFICIARY pages 16-17.

Intent: To hold Narcotics Anonymous World Services, Inc (NAWS, Inc) accountable to the fellowship and to accurately account for all money coming in and out of NAWS as well as looking at literature related contracts between NAWS, Inc and outside organizations. In all the time since the FIPT was created this has never been requested. It is time to do so!

Related Issues: The current financial statements coming out of NAWS, Inc do not tell us what they are spending money on except in highly generalized terms. They refuse to clarify their financial information claiming that what they have provided is in accordance with California and Federal law. They also refuse to state what kind of deals they make with outside organizations in relation to literature sales saying they don't legally have to.

NAWS, Inc was advised of the Drug Strategies website (<http://www.drugstrategies.org/NA Meetings/Florida/>) giving away free NA literature in November 2015. We have been advised that it will take at least a year to investigate and even more time to go through a legal action. On the other hand, an online Group (www.nabasictexts.com) was issued a Digital Millennium Copyright Act takedown notification within 24 hours of the website going live by NAWS, Inc.

Cost: Indeterminate as Jeff P (SFR Regional Delegate) originally estimated around \$2,000, but this could be considerably less depending on whether we can get other Regions to help pay for this.

References:

http://www.na.org/admin/include/spaw2/uploads/pdf/legal-sales/2012_FIPT_Final.pdf
<http://www.nabasictext.com> <http://www.drugstrategies.org/NA-Mettings/Florida/>

Vote 10 - 0 - 1

Although the RSC minutes only provide a general request, the letter we received from the delegate outlined ten concerns. They are addressed below:

CONCERN 1

Concern 1: That literature margins, developmental literature, developmental subsidies, and allowances are being overstated by recording the developmental items and allowances at values greater than cost. We wish to inspect all financial records, documents, and general ledger postings to developmental literature, subsidies, and allowances accounts. We also wish to inspect all records/calculations relating to the cost of literature.

WB Thoughts and Comments: This is actually two different issues. What is being referred to as cost of literature and margins is included in the financial statements of NAWS under Developmental Subsidies & Allowances as an adjustment to income, and what is under Developmental Literature is direct expense.

The contents of the documentation related to these and all other financial issues are reflected in ledger entries made by NAWS accounting personnel throughout the year. Those ledger entries are reflected in the monthly financial statements, which in turn are used each year to prepare annual financial statements. Those annual financial statements are then audited by a team of certified public accountants with special expertise in matters related to nonprofit corporations.

It is not clear what is meant by “cost,” what concern is being articulated, or what is the basis of that concern. The issues of margins, pricing, costs, etc., are all provisions left to NAWS in Section 7 of the *FIPT*.

SECTION 7: TRUSTEE AUTHORITY WITHOUT NOTICE OR PERMISSION

In the absence of the Trustor’s specific direction to the contrary, the Trustee may make the following decisions relative to administration of the Trust without prior notice to or permission of the Trustor:

1. The Trustee has complete discretion as to the manufacturing format of products generated from Trust Properties, including appearance, design, typeface, paper grade, binding, cover, ink, or other material.
2. The Trustee has complete discretion in the management of all affairs related to the perpetuation of the Trust’s business, including contracts, leases, licenses, covenants, manufacturing specifications, inventory and production quantities, distribution and marketing policies and programs, and pricing of products generated from Trust Properties.

CONCERN 2

Concern 2: That all World Board expenses are not being reported accurately and completely. We wish to inspect all financial records for the World Board posted to World Board or other general ledger accounts, and any reconciliations to World Board expenses in the financial statements included in annual reports.

WB Thoughts and Comments: It is difficult to see how this relates directly to the *FIPT*, except as an item of NAWS expense. There is also a concern that asks for the credit card receipts, which for the World Board are all included in this same expense area.

The right of inspection relates only to the Trust, and it is unclear how an inspection by a few people for a few days would be more complete and accurate than the work of many weeks by dedicated, trained personnel and outside professionals.

CONCERN 3

Concern 3: That all commercial interests in literature distribution centers outside of the United States have not been disclosed or reported to the fellowship. We wish to review all documents, minutes (internal WB and EC) and financial records relating to ownership or interests in distribution centers around the world.

WB Thoughts and Comments: It is not clear what is being said here. NAWS has two branch offices (WSO Europe and WSO Iran) whose income and expense are included in NAWS financial statements, as well as three literature distribution locations in India, Canada, and Russia. All of their income and expense is included in the NAWS financial statements and addressed by the audit.

Internal World Board meeting records are a detailed account of their meetings and are considered unedited notes used only by the Board. These are not checked for accuracy and are much different from the legal World Board minutes that are available upon request once approved by the World Board. Executive Committee records are similar. There is nothing in those records related to “ownership or interests.” These are not books or records and should not be included. In the future they will more accurately be named “notes.”

Section 7 from the *FIPT* also seems to apply here. There are no activities that have not been reported.

CONCERN 4

Concern 4: Customer discounts are not being applied equally to fellowship and non-fellowship sales. We wish to inspect a list of the twenty largest (in terms of annual sales) fellowship and non-fellowship customers as well as invoices to those customers.

WB Thoughts and Comments: Part of the NAWS audit each year is to ensure that uniform prices are charged and policies are adhered to.

A contract is offered after any customer reaches \$80,000 in sales for the prior year.

The NAWS literature sale terms for single purchasers for credit, shipping charges, and available discount levels are posted online, and if the terms were not applied correctly, we would receive a complaint and it would be noted by the auditors.

What is not posted online are the annual contract discount levels, credit terms, and shipping charges. This currently covers 13 (10 for Chatsworth and 2 for Canada) Fellowship customers and 2 non-Fellowship customers. The discount levels are the same for all types of customers and are all stated in the Sales Policy which is available upon request.

We make no distinction in the application of discounts to Fellowship or non-Fellowship customers—it is based solely on amounts. The *FIPT* does not call this out as a requirement. The estimate is approximately 800-plus invoices with multiple pages for each year.

CONCERN 5

Concern 5: That all travel expenses are not being reported correctly to the fellowship, and Trust financed travel is not being reimbursed according to the guidelines outlined in the Guide to World Services (GWSNA). We wish to examine all travel-related financial documents (general ledger details, expense reports, reimbursement request forms, travel receipts, etc.) as well as all Executive Committee minutes where decisions were made to exempt room-sharing.

WB Thoughts and Comments: It is difficult to see how this relates directly to the *FIPT*, except as an item of NAWs expense. This is not Trustee operations as it relates to the *FIPT*. Adherence to *GWSNA* is not applicable to the *FIPT*, and the Conference's consideration of this issue was not done as a *FIPT* issue. This was a WB decision and reported as such to the World Service Conference and was not an Executive Committee decision.

This issue has been discussed at several Conferences and includes:

WSC 2014 – considered the following regional proposal at length:

Proposal A1

For the purposes of the WSC, we ask that World Board members follow the same double occupancy lodging requirements that the Regional Delegates have to follow (see GSWNA pg. 32 - last paragraph).

Intent: This could save about \$15,000 USD for the duration of the WSC. Also, it would eliminate the perception that there are different "classes" of WSC participants.

Maker: Connecticut Region

The final decision was 42-72-6-7 (yes-no-abstain-present not voting)

Failed by standing count

And it was again discussed and decided at WSC 2016:

Proposal U

To change the policy in the GWSNA regarding double room occupancy to allow for single room occupancy, for World Board members, without the need for prior request and approval.

Intent: To update our policy to reflect our current practices.

Maker: Connecticut Region

Adam H (RD Connecticut) said the change was a housekeeping issue to reflect current practices of the Board. At WSC 2014, we asked the Board to adhere to the policy as it's written in GWSNA, and we heard that one-third of the Board would have valid reasons for single occupancy and another third would pay additional costs on their own, which would create two classes of Board members. We are asking that the policy be changed accordingly, said Adam.

Franney J (WB Chair) replied that it is not necessary to change the current policy. The policy as it is written does accommodate these World Board decisions, but if the body feels a change is necessary, the Board would certainly not be in opposition.

Straw poll Proposal U: lack of support 50-58-4-10

Laura R (RD Costa Rica) said she was confused because it seems that at times there are resources to accommodate special needs and other times we do not. This was discussed at the last Conference, and the body decided to accommodate these needs.

Kathleen M (AD Mid-Atlantic) said policy should reflect current practice.

Lisa C (RD Pacific Cascade) reiterated that this was discussed for an hour and decided at WSC 2014.

The proposal required a 2/3 majority.

Proposal U failed: 51-59-2-9

CONCERN 6

Concern 6: That the Trustee is not performing its duties noted in the Fellowship Intellectual Property Trust as it relates to the designation and separation of Trust and non-Trust property. We wish to inspect all lists, designations and separations of Trust and non-Trust properties.

WB Thoughts and Comments: Other than the financial report designations that distinguish between “Recovery Literature” and “Other Income” and a summary adopted each cycle as part of the corporate resolutions, there are no lists, designations, and separations. The corporate resolutions are not published and include a list of designations that appear in the published version of each piece published by NAWS. This includes Fellowship-approved recovery literature (FA), as well as adaptable and nonadaptable service material designated as CA (Conference-approved) or World Board–approved. The corporate resolutions also include all of our banking information.

The one page adopted each year could be provided.

CONCERN 7

Concern 7: Credit card guidelines as outlined on pages 34-35 of the 2016 GWSNA are not being followed. Records requested include all EC minutes approving the issuance of credit cards for WSC responsibilities; All signed condition of use forms; Invoices or other accompanying documentation for temporarily issued credit cards, credit card receipts, expense statement(s), and accompanying invoice(s) resulting in card use; and all EC reports resulting from their quarterly audits and/or reviews of WSC credit card activity.

WB Thoughts and Comments: It is difficult to see how this relates directly to the *FIPT*, except as one of many mechanism used for NAWS expenses. This has nothing to do with the *FIPT* duties or responsibilities and no effect on the preservation of the Fellowship’s intellectual property.

All World Board members are offered credit cards and there has been no reported misuse and therefore no records of such. This concern states that the policy is not being followed but does not provide any example.

The policy states:

Credit Cards

We have found it productive to use credit cards to facilitate the service responsibilities of specific individuals in World Services. NA World Services maintains a policy on the use of credit cards for employee responsibilities, and has since their initial use. It seems responsible to apply those parameters to credit card use for WSC responsibilities. These policies ensure that credit card use conforms to a standard set of guidelines.

Distribution of Cards

- A. The issuance of credit cards for WSC responsibilities is subject to the approval of the Executive Committee of the World Board. Each person approved for credit card issuance shall be provided a Conditions of Authorized Use form, which must be completed, signed, and on file prior to issuance of a credit card.

- B. Board or committee members who reside outside the continental United States may be issued credit cards to facilitate the fulfillment of their service responsibilities, at the discretion of the Executive Committee.
- C. Board or committee members may be issued credit cards on a temporary basis for a designated trip or function. All cards issued under this criterion must be returned to the WSO by registered mail within thirty days of completion of the trip or function. All invoices or other accompanying documentation should be returned at the time of card surrender.
- D. All cards must be returned within thirty days of the closure of the term of office of the cardholder. All invoices or other accompanying documentation should be returned at the time of card surrender.
- E. WSO executive management have the authority to cancel all cards on the closure of a term of office based upon the surrender criteria outlined above.

Credit Card Expenditures

All expenditures on the credit card must be substantiated by the receipts issued at the time of card use. Individuals utilizing the credit cards should submit an expense statement accompanied by the invoice(s) resulting in card use—not the credit card slip, but the actual hotel bill, car rental agreement, etc. All receipts should be attached to the permanent record of the trip or function. World service credit cards should not be used to cover personal expenses not directly related to the trip or function, even though the individual may intend to repay the conference for the expenditures. The Executive Committee of the World Board conducts quarterly audits and/or reviews of WSC credit card activity by all trusted servants and reports such findings to the Fellowship in the *Conference Report*.

CONCERN 8

Concern 8: That World Convention (WCNA) costs are not being reported accurately and completely due to the combining of non-WCNA expenses into them. We wish to review all financial records and backup receipts for all expenses reported for the world convention in Brazil.

WB Thoughts and Comments: It is difficult to see how this relates directly to the *FIPT*, except as an item of NAWS expense. This issue was addressed in the 2016 *Conference Agenda Report*, workshopped throughout the Fellowship, and decided at WSC 2016:

Motion #5

That all Financial Reporting for the World Convention of Narcotics Anonymous be provided in a detailed line item format and not in a summary as is currently available. This report will be posted on na.org and be downloadable.

Intent: Financial Transparency

Maker: Show Me Region

Rob B (RD Show-Me) said that this was presented previously in 2010, and that in their regional assembly it was noted that the miscellaneous expenses seem to be somewhat high.

Franney J (WB Chair) explained that all expenses for WCNA can be found in the Annual Report and that information about a specific item can be obtained from NAWS. She gave an example using the expense for a pallet of water and

how it could be divided between different expense areas. A line item format is not standard operating procedure for accounting for an event that large that occurs over an extended cycle of two or more years. No information has been provided as to what specific information is being sought.

Anthony E (NAWS ED) added that WCNA spans multiple fiscal years and makes it hard to get an accurate financial picture for a convention when you look at a single year's summary. That's why we create a summary. Also, Anthony said, we just looked at the summary for WCNA 36 and the Annual Report and we can't find the Miscellaneous entry you're referring to. So maybe you can get with us and let us know where you found that entry. We believe there is enough detail published for most NA members to understand the information.

Initial straw poll Motion 5: lack of support 39-71-1-1

Kathleen M (AD Mid-Atlantic) said that her region voted yes to the motion because there seems to be many motions in the *CAR* from regions concerning the lack of transparency on the World Board level and this a big concern for her region.

Gregory S (RD Metro Detroit) said this motion was controversial in his region. They were not as concerned with details of numbers as with understanding the expense categories.

Final straw poll Motion 5: lack of support 39-72-1-0

CONCERN 9

***Concern 9:** That all World Service Conference expenses are not being reported accurately and completely. We wish to inspect all financial records for World Service Conference expenses posted to World Service Conference or other general ledger accounts, and any reconciliations to World Board expenses in the financial statements included in annual reports.*

WB Thoughts and Comments: It is difficult to see how this relates directly to the *FIPT*, except as an item of NAWS expense. Again, this concern does not state how expenses are not being reported accurately or what example led to this conclusion.

CONCERN 10

***Concern 10:** There is an appearance that NAWS is targeting NA service bodies over non-NA entities in the enforcement of the *FIPT* as it relates to the online posting of our copyrighted literature. We wish to inspect all Digital Millennium Copyright Act (DMCA) takedown notices sent by NAWS over the course of the inspection period.*

WB Thoughts and Comments: The application of the assigned responsibility to protect the Fellowship's copyrighted literature is not a "target." We respond to issues of posting literature online by anyone other than NAWS as we become aware of them. WSC 2016 actually asked us to go further with NA areas and committees than we are typically prepared to do.

We have to investigate further but believe only non-Fellowship posters received DMCA notices.

This is also an issue that was discussed in more than one session of WSC 2016. We follow up on attempting to remove literature posted online as we become aware of it and do not keep one central log.

Anthony asked the conference how far NAWs should pursue Fellowship entities that post NA literature online because of the following:

The reason the conversation about service committees posting NA material was prioritized is because there's no reservation about shutting down a website or issuing a cease and desist order in a situation outside the Fellowship, but it's different when we are talking about fellowship entities.

At the end of this session at the WSC a straw poll was conducted:

Straw polls

Anthony E polled delegates on several questions. He explained that these polls were to help frame the small-group discussions, not to make binding decisions.

Question One: Do we believe that the Fellowship still affirms the rules we have agreed on in the FIPT?

Results: 96-5

Question Two: Should we register and list on the meeting locator NA groups that clearly intend to use material that is not NA-Fellowship approved?

Results: 28-78.

Question Three: Should we take action to remove NA recovery literature from ASC/RSC sites, even if it means shutting down the site (this may require ongoing action if a new one is created)? Anthony clarified: typically when we contact ISPs to let them know that there is an infringement on a site they host, they will shut down the entire websites.

Results: 75-31.

There was also a motion in the 2016 Conference Agenda Report to have PDF's of all recovery literature posted online and there was so little support that the motion died at WSC 2016 for lack of a second to the motion.

SOUTH FLORIDA REGION OF NARCOTICS ANONYMOUS
PO BOX 5842
LIGHTHOUSE POINT, FL 33074

April 17, 2017

Narcotics Anonymous World Services, Inc.
19737 Nordhoff Place
Chatsworth, CA 91311

Dear World Board,

As per the Fellowship Intellectual Property Trust (updated May 2012) pages 16-17, in accordance with Article V: Rights and Responsibilities of the Beneficiary, and by motion made and approved by the South Florida Region at our December 16, 2016 RSC meeting, we herewith request an inspection of the records and operations of the Trust as well as Trustee activities. The following is a list of our concerns and particular areas of Trust operations we wish to inspect (unless otherwise noted, the period of the records requested are the fiscal years ending June 30, 2015 and June 30, 2016):

Concern: That literature margins, developmental literature, developmental subsidies, and allowances are being overstated by recording the developmental items and allowances at values greater than cost. We wish to inspect all financial records, documents, and general ledger postings to developmental literature, subsidies, and allowances accounts. We also wish to inspect all records/calculations relating to the cost of literature.

Concern: That all World Board expenses are not being reported accurately and completely. We wish to inspect all financial records for the World Board posted to World Board or other general ledger accounts, and any reconciliations to World Board expenses in the financial statements included in annual reports.

Concern: That all commercial interests in literature distribution centers outside of the United States have not been disclosed or reported to the fellowship. We wish to review all documents, minutes (internal WB and EC) and financial records relating to ownership or interests in distribution centers around the world.

Concern: Customer discounts are not being applied equally to fellowship and non-fellowship sales. We wish to inspect a list of the twenty largest (in terms of annual sales) fellowship and non-fellowship customers as well as invoices to those customers.

Concern: That all travel expenses are not being reported correctly to the fellowship, and Trust financed travel is not being reimbursed according to the guidelines outlined in the Guide to World Services (GWSNA). We wish to examine all travel-related financial documents (general ledger details, expense reports, reimbursement request forms, travel receipts, etc.) as well as all Executive Committee minutes where decisions were made to exempt room-sharing.

Concern: That the Trustee is not performing its duties noted in the Fellowship Intellectual Property Trust as it relates to the designation and separation of Trust and non-Trust property. We wish to inspect all lists, designations and separations of Trust and non-Trust properties.

Concern: Credit card guidelines as outlined on pages 34-35 of the 2016 GWSNA are not being followed. Records requested include all EC minutes approving the issuance of credit cards for WSC responsibilities; All signed condition of use forms; Invoices or other accompanying documentation for temporarily issued credit cards, credit card receipts, expense statement(s), and accompanying invoice(s) resulting in card use; and all EC reports resulting from their quarterly audits and/or reviews of WSC credit card activity.

Concern: That World Convention (WCNA) costs are not being reported accurately and completely due to the combining of non-WCNA expenses into them. We wish to review all financial records and backup receipts for all expenses reported for the world convention in Brazil.

Concern: That all commercial interests in literature distribution centers outside of the United States have not been disclosed or reported to the fellowship. We wish to review all documents, minutes (internal WB and EC) and financial records relating to ownership or interests in distribution centers around the world.

Concern: That all World Service Conference expenses are not being reported accurately and completely. We wish to inspect all financial records for World Service Conference expenses posted to World Service Conference or other general ledger accounts, and any reconciliations to World Board expenses in the financial statements included in annual reports.

Concern: There is an appearance that NAWS is targeting NA service bodies over non-NA entities in the enforcement of the FIPT as it relates to the online posting of our copyrighted literature. We wish to inspect all Digital Millennium Copyright Act (DMCA) takedown notices sent by NAWS over the course of the inspection period.

The South Florida Region designates its Regional Delegate, Jeffrey Paul to be included on the inspection team, and selects Jack Hovenier as one of the two World Board members on the inspection team. The South Florida Region authorizes and allows the World Board to select the second World Board member on the inspection team.

We estimate the inspection could take a week to perform and would like to schedule it for some time in either July or August of 2017.

Sincerely,

Jeffrey Paul
Regional Delegate
South Florida Region