



WORLD SERVICE OFFICE, INC.

NARCOTICS ANONYMOUS

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Dear Fellow Members:

Since the conference the following has taken place. The conference voted to seat four new members on our board. This gave us a total of 13 members. Our By-laws called for 12 members, so we voted to enlarge our board to 13 members. We had our general election of officers and our new officers are as follows: Chuck Gates - President, Kevin F. - Vice President, Viv L. - Secretary, Martin C. - Treasurer. With all the changes in the N.A. book we had to have the book retypeset. We also had a professional proofreader go over the book after being typeset. We also had members of our board and members of the literature board go over the book after the proofreader. We decided after reviewing previous and present bids of printers that the lowest bid we received was a printer in Salt Lake City whom one of our Board members was familiar with and who has done business with. We voted that two of our board members go to Salt Lake City and investigate the facility. After so doing, two members reported back to the board that the facility was quite impressive and was geared to doing the job we wished. They are a big firm with over 50 employees and they own the building and land. They are very business like, have hundreds of thousands in presses and other equipment. We voted on and passed that we should proceed as soon as possible with our new printer. The printer now has all our new typesetting and has begun printing of our book. We expect the books to be ready the first week of September.

In the past it has been a problem of collecting on orders placed over the phone or by mail without checks or money orders. It is our new policy to not accept orders without a check or money order for over \$100.00

We have a new release form which has been prepared by our attorney and adopted by our board to be used for our printing, publishing and distribution.

At our first meeting after the conference we voted on and approved Bob Stone as our new office manager. Bob took over immediately and has been doing an excellent job. I can't say enough about how good Bob has been working out. He gets along great with our board and the two employees we have. The only problem we have with Bob is he

won't take any time off, he's always in the office working. He has the mail going back out on the same day it comes in and the same with orders in most cases. Everything is in stock at this time with plenty of reserve except we are out of the Blue N.A. Books. We still have about 300 of the Special Edition at \$25.00 per copy, but they seem to be going fast.

Our biggest current problems which Bob has made us aware of has to do with the Internal Revenue Service and the California Sales Tax Board. We are not sure at this time to what extent the problem is but it seems that we have a real problem. With the IRS the problem is that for years we have been giving out our tax identification number to groups all over the country etc. The law requires the WSO to report all funds that passes through any and all accounts using this number. We have only been reporting the WSO. The other problem we have is California Sales Tax. We had been under the assumption that since we were a non-profit corporation that we were exempt from sales tax. It appears this is not true that we should have been paying Sales Tax since we began selling literature. Since this is a major problem we voted on and passed at our last meeting to have a meeting with our board. The Board of Trustees and the Administrative committees Board on August 13, 1983, 5:00 pm at the WSO in Sun Valley. We are in contact with our attorney on this and we will try and have him at the meeting to advise us as to what would be the best solution. We will advise the fellowship what happens at that meeting and what steps we are going to take.

I would like to finish this report by letting the fellowship know the events that took place regarding Jimmy K., our past WSO Manager. At the conference it was voted on and passed that the WSO hire a full time paid office manager. It was also voted on and passed that a letter go out to Jimmy K. Henceforth thanking him for all his service at the WSO and that this would free-up more time for Jimmy etc. (Jimmy didn't receive this letter until the second week in June). I told Jimmy during the conference that they had decided to hire a fulltime office manager. Although the board at the WSO had to still vote on this I knew that the board would go along with the conference. After talking to the girl who made the motion to hire a new WSO Office Manager at the conference, I in no way took this to mean that Jimmy was being fired or asked to leave. But I knew Jimmy was being fired or asked to leave. But I knew Jimmy would be hurt at the idea of someone taking over as WSO Manager. Being a close friend to Jimmy and it being a very sensitive issue it was hard for me to just come right out and tell Jimmy what had happened without him taking it as being fired. I wanted to try and ease the conference wishes as gently as possible to Jimmy. I was wrong in the way I handled the situation as I look back now but I didn't feel it at the time. I asked Jimmy if he could work with Bob Stone and he said sure. We had a meeting together with Bob, Jimmy and myself and discussed some of the ideas Bob had for the WSO. This was 2 or 3 weeks after the conference and before our board meeting. I assumed or hoped before and after our little meeting with Bob, Jimmy and myself that Jimmy knew that very soon Bob would be taking over as WSO

Manager. But I know now after talking with Jimmy that he still thought he would be the WSO Manager. I was in hopes that Jimmy would stay on as an advisor to all of us at the WSO because he is so valuable.

I have felt for the way it all happened and the hurt we have caused Jimmy. I wish there was some way to fix it but I don't know how except I want to say I am sorry if I hurt my friend Jimmy K.

Again I know the wishes of the conference were not to fire Jimmy K. and not to hurt him. It is really a shame that it did happen.

If any of the fellowship have any questions on the WSO or this report please write or call me at the WSO or my home.

Thank you



Chuck Gates
WSO President