



## WORLD SERVICE CONFERENCE FELLOWSHIP REPORT

December, 1989

**To:** The Fellowship  
**From:** Bob Hunter, Chairperson  
World Service Conference

I am no longer going to promise shorter reports. Every time I claim my next report will be shorter, it ends up being longer. In this report is a summary of the Joint Administrative Committee meeting and WSC committee meetings held in St. Louis, November 2 through 5. Also in this report are some of my thoughts on WSC committee guidelines. I hope we generate discussion on this issue at the next WSC.

Distributed with this *Fellowship Report* is a "History of the development of *A Guide to Service in N.A.*" I stated in St. Louis that I would include this as part of my report. However, I believe a separate report, not included in the body of this section, is more appropriate for this type of information.

*Joint Administrative Committee.* The Joint Administrative Committee met on Thursday, November 2 in St. Louis. The main purpose of the meeting was to review proposed WSC agenda items from WSC committees and boards. It appears at first review that the *Conference Agenda Report* will contain approximately a dozen items for conference action. Some of these items will be in the form of actual motions; some will be concerns and questions for the conference to address.

The Joint Administrative Committee spent most of its time discussing the proposed change in the WSC Literature Committee guidelines, and committee guidelines in general. There was a sentiment among some members of the Joint Administrative Committee that we have developed many of our guidelines out of fear, rather than trust. There was some discussion of forming yet another ad hoc committee of the WSC to develop the steps portion of *It Works*. The proposal was made in an attempt to avoid the rigid limitations of the literature development process. I appointed three members of the Joint Administrative Committee to study the literature process and report at the January meeting of the Joint Administrative Committee, with recommendations for solutions to the current dilemma. In addition, the second vice chairperson and myself will be looking at WSC committee guidelines in general. Included later in my report are some of my thoughts on this issue.

The Joint Administrative Committee is preparing two items for the *Conference Agenda Report*: a plan for RSR and alternate travel to the annual meeting of the conference, and a plan for translations at the conference. The Joint Administrative Committee was directed at the 1989 meeting of the conference to prepare both of these plans for the 1990 *Conference Agenda Report*. In addition, based on the above discussion, there may also be an item regarding the literature development process and/or committee guidelines in general.

*WSC Committee Meetings in St. Louis.* I will not try to report here what happened during the WSC committee meetings in St. Louis; I will leave that up to the WSC committee chairs. Rather, I will write about one of my observations. The main theme I

heard over and over again was communication. Some of the people present who were not members of a WSC committee asked for copies of all communication within and between WSC committees and boards. I'm not sure how cost effective or necessary this is. I'm not even sure someone with a full-time job and family would be able to wade through the volumes of reports, memos and letters. I do believe we need to have regular and timely reports distributed to the RSRs and RSC subcommittee chairs. I also believe we need to distribute as much useful information as we can.

I have seen WSC committee and board chairs make mistakes in communicating with the fellowship. Most of the mistakes I've witnessed, or made, have been reports distributed too late, or not giving enough usable information, or poor judgment about what to distribute. WSC committee and board chairs do not withhold information on purpose. Often, the release of a report is delayed because it's not complete.

An example would be the delayed distribution of *A Guide to Service* that I've discussed quite a bit recently. First of all, we decided not to distribute preliminary drafts until the ad hoc committee had approved them. I believe this made sense. Then it was decided not to distribute a chapter at a time, but rather to wait until the entire document was ready. At first I thought this made good sense; some of the chapters are inter-related, and piecemeal distribution may cause confusion. However, after the St. Louis meetings, I'm not sure that our original assumption was correct. Many of the people I spoke with in St. Louis believed that distributing a chapter at a time would be beneficial. Then the reaction to the content could be monitored over time, and those members interested would have time to absorb the information. We are now rethinking our original decision, and the ad hoc committee will probably decide something at its next meeting.

This is a simplified description of the discussions which actually take place before a report or document is distributed. I believe many of us may be a little gun-shy, based on past experiences. However, I believe we will continue to do the best we can.

I also heard in St. Louis that there are bottlenecks in communication throughout the fellowship. I urge all RSRs, ASRs, and GSRs to pass on the pertinent information to those you serve. It is vital that we all have access to the same information, and then we can decide how to use it.

I also had the opportunity to read a document being distributed in St. Louis, which inventoried world service performance. This document appeared to be from an area ad hoc committee on WSC/WSO information. I was assured by the RSR giving me this document that the sentiments expressed in it are widespread among his and neighboring regions. Normally, I read such information and weigh its contents based on whether it comes from an individual, group, area, or region. I do this so that one member or small group of members doesn't have more influence than a larger group of members, say an RSC. I decided to give this document more consideration than usual for several reasons. First of all, I felt it was well formatted. Secondly, I believe it is being widely distributed. Third, I believe there is no other vehicle available for the sentiments in this document to be expressed.

I believe this document contains some misconceptions, and several items in it were taken out of context. Some ideas were presented with a negative slant, while I see them in a positive light--just a difference of opinion. I don't have the time or space to comment on specific items at this time. However, I have expressed my desire to have a conference agenda workshop in Philadelphia, at which several topics in the inventory document may be discussed in conjunction with items in the *Conference Agenda Report*. I hope this meeting materializes.

I don't mean the following in a derogatory manner, but I believe an inventory similar to the one I saw in St. Louis could be useful for an area and region also. Maybe it's high time we looked at the negative and positive attributes of our service structure as a whole. I believe this will happen as we discuss the ad hoc committee's work on *A Guide to Service*.

*WSC Committee Guidelines.* Since I have been involved in world services, a great deal of the WSC agenda has been focused on adopting and/or amending WSC committee guidelines. I'm not talking about the guidelines which guide the conference itself (*Temporary Working Guide to Our Service Structure*, 1989 edition, pages 18-25), though there have been numerous amendments to those sections also. Rather, I'm talking about each committee's internal guidelines. I recently reviewed past WSC minutes to try and determine when the conference began approving committee guidelines. It appears that most of the early years, 1976-1981, were spent developing general guides which pertained to all committees, and short descriptions on the purpose of each committee. Some of these are still present in the *Temporary Working Guide to Our Service Structure*. I believe that detailed literature guidelines were also developed during this time period; however, I could not find a copy of them in my personal records. 1982 and 1983 appear to be the years when most committees began developing internal guidelines and then asking the WSC to approve such guidelines. These early guidelines pale in comparison to what we have today. The last 6-7 years have been spent writing, rewriting, and amending WSC committee guidelines, and each time these guidelines are revised, WSC approval has been sought. I've lost track of how many times the Literature Committee has changed its guidelines. Every time our WSC committees want to change a procedure, or for that matter a word, they seek WSC approval. I have read nothing in the *Temporary Working Guide to Our Service Structure* that requires WSC approval of internal committee guidelines. And speaking of the *Temporary Working Guide*, why do the guidelines of the Literature and Policy Committees appear in the *Temporary Working Guide*, and guidelines of the H&I and P.I. Committees do not? Why do guidelines for the WSC Treasurer appear in the *Treasurer's Handbook*, but not in the *Temporary Working Guide*? We don't seem to be consistent in our approach to committee guidelines.

To the best of my knowledge, four motions have been passed in the last three years in an attempt to avoid using the literature development process for various service materials and committee guidelines. However, each of these motions still calls for WSC approval of such materials. These actions lead me to believe that the WSC wants to continue to formally approve committee guidelines, even if only a word is changed. If the conference desires to continue this process, I believe we have no problem.

However, I don't believe the conference has ever been asked if it wants to continue to approve every change in guidelines proposed by the committees. The Joint Administrative Committee is currently working on an agenda item which will address this issue. I am not sure if it will be approved by the Joint Administrative Committee in time to appear in the *Conference Agenda Report*. Regardless of whether this issue appears in the *Conference Agenda Report*, I hope we take time at this year's meeting of the conference to discuss the process we currently use for approval of WSC committee guidelines.

*Regional Items for the Conference Agenda Report.* The *Temporary Working Guide to Our Service Structure* (1989 edition, page 25) asks that all input for the conference be directed to the WSC Committees. Most of the WSC committees (except for the Literature Committee and the Joint Administrative Committee) will not meet again until the annual WSC meeting in April, 1990. Therefore, any regional items received between the St. Louis committee meetings and the December 22 cut-off date for inclusion in the *Conference Agenda Report* may not be reviewed by the appropriate WSC committee. During the past three or four years, these regional items have been lumped together and placed in a separate section of the *Conference Agenda Report*. I will be proposing to the WSC committee and board chairpersons that these items be included in the body of their reports in the *Conference Agenda Report*, as items which the committee has not addressed.

As in prior years, it will be up to each RSR to initiate proposing their regional motions into business at the WSC meeting. If a regional item pertains directly to an item of business in the *Conference Agenda Report*, the RSR may introduce a regional motion during old business. Otherwise, regional motions should be proposed in new business. When in doubt, please ask.

*Corrections to 1988-89 WSC Minutes.* Since the initial draft of the conference minutes was mailed, there have been a few questions about details. In every case, staff members have listened to tapes and made minor corrections where necessary. These amended minutes will be in the packets of conference participants, with changes clearly marked, so you may review them before approval at the 1990 meeting of the conference. If you have questions about the minutes, or corrections, please call the office no later than April 1 so that your questions can be researched and the minutes corrected accordingly.

*Dates to Remember.* The *Conference Agenda Report* will be mailed beginning January 23, 1990. Copies will be mailed first to conference participants, including RSRs, RSR alternates, and one copy to each registered region. After that, copies will be available for sale at a cost of \$5.00, plus 8% shipping and handling (total \$5.40 each). Attached at the back of this issue is an order form.

The March edition of the *Fellowship Report* will once again contain the annual report to the conference from each region. Regional reports may be a maximum of three pages in length, and should be received at the WSO no later than March 1, 1990. Please send your report to the attention of Ann at the WSO.

The 1990 annual meeting of the World Service Conference is tentatively scheduled to begin on Monday, April 23, 1990 in Van Nuys, California. There will be an orientation session on Sunday evening, April 22. As soon as arrangements are finalized, a room reservation form will be mailed to all conference participants.

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To: The Fellowship

From: Shari Angell  
WSC Treasurer

**1989/90 Fiscal Year (6/1/89--5/31/90)**

Opening Cash Balance 6/1/89	\$ 82,671.03
Income 6/1/89 to 11/30/89	
Donations	118,827.18
Interest Earned	<u>722.76</u>
	\$202,220.97
Expenses Paid 6/1/89 to 11/30/89	
For 1988/89 Budget Year	\$ (6,895.94)
For 1889/90 Budget Year	<u>(102,610.84)</u>
	\$(109,506.78)
Ending Cash Balance 11/30/89	\$ 92,714.19
Checking Balance 11/30/89	\$ 41,991.43
Money Maximizer Balance 11/30/89	<u>\$ 50,722.76</u>
	\$ 92,714.19

These expenses are through WSO's October log.

**FYI--Approximate Costs**

BOT Meeting	\$5,000
Traditions Ad Hoc (BOT):	2,100
Ad Hoc Committee on N.A. Service:	3,600
Expanded Ad Hoc on N.A. Service meeting:	11,600
Steps Ad Hoc (Literature):	2,100
Full Literature Committee:	6,400
JAC meeting:	4,600
RSC Participation:	
Europe (Spain [ESC], Italy, Israel, England, Denmark, Sweden, and Norway):	5,900
Brazil:	5,300
United States and Caribbean:	4,900
Canada:	600
Non-N.A. P.I. events:	4,500
Literature distributed to hospitals and institutions:	2,400
Postage, copies, telephone:	7,100

**1989/90 Budget Year Committee/BOT Expenses**

	Baseline Budget	Paid Through 11/30/89
WSC Administrative Committee	\$ 61,300.00	\$ 11,513.22
Discretionary	3,300.00	200.00
Ad Hoc Committee on N.A. Service	18,600.00	12,811.88
Hospitals & Institutions	29,400.00	11,481.80
Literature	71,300.00	29,240.33
Policy	8,300.00	1,524.01
Public Information	<u>25,400.00</u>	<u>10,072.99</u>
Subtotal	\$217,600.00	\$ 76,844.23
Board of Trustees	<u>70,900.00</u>	<u>28,912.17</u>
Total	\$288,500.00	\$105,756.40

As mentioned in the June report and at the conference, the WSO has pledged about \$69,000 in support of our baseline budget, leaving \$219,500 to be met by donations. This is an average donation of \$3,600 per year from all sources within each of the currently recognized 60 regions, or \$18,300 per month. Currently, the average is \$19,800 per month.

Any questions or comments?

Hope your holiday season is peaceful and loving, and may God bless you in the coming year.

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To: The Fellowship

From: Stephen Ringer, Chairperson  
WSC P.I. Committee

Another day in recovery for our members, and another day in hell for those who haven't found us yet. Our membership continues to climb and demonstrate the need for our continued growth. Many people still do not know about the program of Narcotics Anonymous. Many who would like to find out are frustrated by our inability to coordinate efforts within our fellowship to do P.I. work. This has been a fact of life in N.A. forever. Your WSC P.I. Committee membership discusses this dilemma of the vanishing volunteer at all of our meetings. We are using our efforts to produce materials which will enable our membership to maximize their efforts in trying to carry the message of recovery to the public. In progress are several works that we hope will help us all with P.I. efforts within our communities. These works include *Facts About N.A.*, a pamphlet directed at professionals who work with addicts; a newsletter directed at professionals; *P.I. & The N.A. Member*, a pamphlet for our membership to learn about P.I.; and involvement in P.I./phonline learning days and workshops.

This year we have a phonline project headed by Kim S. from the Chicagoland Region. During the past few months, Kim and the other WSC P.I. members assigned to this project have participated in a number of phonline workshops around the country. We have the second WSC P.I./phonline workshop tentatively scheduled for late February, 1990 in Phoenix, Arizona. We hope all interested areas will send a representative. We plan to utilize the knowledge gained through this project to improve our understanding of phonline operation throughout the fellowship.

Disaster preparation--How prepared is your area in case of a disaster? Where do your members go to look for information? Who is responsible for coordinating efforts to gather our members during a time of stress and mental anguish from natural disasters? What type of P.I. efforts are prepared? We hope to provide our membership with answers to these and many other questions. Utilizing the experience of our members who recently experienced difficulty in attending meetings after a natural disaster, we are looking into interaction with the Red Cross.

The N.A. Membership Survey is being sent to area service committees requesting it. We are asking for areas to volunteer to participate in this effort by contacting the World Service Office to request surveys. Please include your area service committee's name and address and specify how many groups are within the area. We hope to include the information gained from the survey in *Facts About N.A.*

The membership of your WSC P.I. Committee consists of thirty addicts. These members have an average of over five years in recovery. They bring with them years of experience in doing P.I. work and other service work throughout the N.A. Fellowship. We ask that you utilize our members to help you. They are available to attend your committee meetings, workshops and conventions. If you wish to request WSC P.I. assistance, please contact the WSO P.I. Coordinator.

Along with the Board of Trustees, we have begun to plan some of our national and/or international public information efforts for the future. We hope to present a plan of action which will set goals to increase public awareness and improve or establish a positive image of Narcotics Anonymous.

We hope this report finds you enjoying your recovery, and we look forward to hearing from or seeing you soon.

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To: The Fellowship  
From: Barbara Jorgensen, Chairperson  
WSC H&I Committee

The WSC H&I Committee met over the weekend of November 3-5 in St. Louis. We had a very productive meeting with the main emphasis on the proposed booklet, *Behind the Walls*.

We were able to finish work on *Behind the Walls*, with only a copy edit remaining to be done before we submit the work to the Joint Administrative Committee. The Joint Administrative Committee will determine the process for approval of the piece at that time. The booklet will either be referred back to WSC H&I or another WSC committee, or sent out to conference participants for fellowship action at the April meeting of the conference. This is in accordance with the motion passed last April.

We slightly altered the project for the *Reaching Out* ad hoc committee. Members assigned to this ad hoc committee will be responsible for writing or soliciting articles for the newsletter. These articles will be arranged for with the ad hoc chairperson. This committee will no longer be responsible for contacting regional H&I subcommittees for regional news. Our World Service Office Project Coordinator is in frequent contact with area and regional H&I workers during the course of his regular duties. Therefore, we will rely on him to ask for input from the regions. We believe this will be more efficient, and a more responsible use of fellowship funds.

The tape ad hoc committee worked on scripts, questions and answers, and recording a new tape of the treatment portion. This ad hoc committee has been separated for the remainder of this conference year into two ad hoc committees, one on treatment and one on corrections.

The guidelines ad hoc committee will continue developing an improved election process for the committee. They will also consider the current policies regarding pool members. Additionally, they will develop a simple list identifying appropriate behavior for committee members when participating in regional events.

There is also an ad hoc committee called "starter kit." We realize that a starter kit may or may not be the ultimate outcome of their work. At this time, the ad hoc committee is working to identify the information we feel it would be important for a meeting in a facility to have. We are waiting for information from the WSC Ad Hoc Committee on Isolated N.A. Groups/Meetings, and the decisions of the fellowship on this issue.

Once again, we are pleased with the work we were able to accomplish. We have been able to participate in an increased number of regional events this conference year and look forward to further increases in the coming year. Our proposed budget for next year will have more funds allocated to allow committee members to participate in regional events.

If you want to have a committee member participate in a regional event, write a letter to the WSC H&I Committee, c/o WSO Project Coordinator, telling us the date and place of your learning event. We participate in events on a first-come-first-served basis, as funds allow. We attend multi-regional events first and regional events second. There are no funds available to attend area events.

We are looking forward to another productive period. We hope to see *"Behind the Walls"* approved in April, as our other projects move forward. Thank you for the opportunity to be of service.

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To: The Fellowship  
 From: Tim Banner, Chairperson  
 WSC Policy Committee

At the WSC committee workshop in St. Louis November 3-5, 1989, the agenda for the Policy Committee consisted of the following items:

1. WSC Election Procedures.
2. Preparation of a report on rotation and continuity.
3. Preparation of an amendment to clear up language on page 19 of the *Temporary Working Guide to Our Service Structure* (1989 edition), regarding voting by former and current committee chairs.
4. Development of requirements for seating of new regions.

*Election procedures:* The committee completed a document for use by the Administrative Committee at WSC 1990. The basis of our work was the procedure used at the WSC 1989, and our efforts were directed toward eliminating the glitches which appeared during the initial use of that procedure.

*Rotation and continuity:* This was an item from last year's agenda. A substantial majority of the committee voted to accept for publication a document prepared by a work study group. The report appears in this edition of the *Fellowship Report*, and will also be presented to WSC 1990 as a part of the WSC Policy Committee chairperson's report to the conference. This document is presented as a topic for discussion and should not be viewed as a set of rules or guidelines.

*Amendment to the Temporary Working Guide to Our Service Structure:* The original language found on page 19 of the 1989 edition is:

"C. The participants of the World Service Conference consist of:

- (5) Subcommittee chairpersons from the previous year and the current year's conference"

This language gave the appearance that both the outgoing and the incoming chairs had a vote at the conference. To eliminate this confusion, the committee prepared the following amendment:

"To delete from page 19 of the *Temporary Working Guide to Our Service Structure* (1989 edition) the language contained in 1.C.(5) and replace it with 'Committee chairpersons'."

*Requirements for the seating of new regions:* The Policy Committee has been attempting to deal with the question of regional formation-regional seating for five or six years. Most of the controversy during this period has centered around differing views of the proposition, "A region is a region when it says it is."

At the WSC 1989, the conference gave the committee focus by removing from our agenda the issue of developing guidelines for regional formation and directing us to develop requirements for the seating of new regions at the WSC.

Although we will not be presenting a set of guidelines for consideration in the 1990 *Conference Agenda Report*, we were able to come to substantial unanimity on a working document, and we believe we will be able to complete our task during the coming year.

I would like to thank the Show-Me regional fellowship for their hospitality. They made a long weekend less tedious by their willingness to be available when needed. Acknowledgment is also due to those who sat in the Policy Committee meetings during this weekend and patiently and silently waited for the open forum and their chance to speak. Your comments during the forum and to me individually after each session gave insights which would have been missed without your involvement.

However, special recognition must go to the members of the 1989-90 Policy Committee, who were willing and able to set aside their personal agendas and work in harmony toward completing our agenda, in a manner consistent with "principles before personalities."



The following quote (from a letter from a man imprisoned by the Nazis) seemed appropriate Saturday night after two days of committee meetings: "Much as I long to be out of here, I don't believe a single day has been wasted. What will come out of my time here, it is too early to say. But something is bound to come out of it."

*The enclosed document is a compilation of input produced by the WSC Policy Committee, which addresses the practice of rotation and continuity. This document was produced per the direction of the WSC '89, who assigned the WSC Policy Committee the task of addressing the issue of rotation and continuity.*

*The enclosed is by no means to be considered a "final" or "finished" piece of service literature. Although conceptually we feel that the content of the piece is sound, it has not been refined in terms of flow or style.*

*Despite this, we do want to offer this report to the fellowship at this time. The concepts described herein are intended to be practically and spiritually applied and we welcome your use of any or all of the enclosed.*

*The actual input gathered to prepare the enclosed report is available upon request c/o the World Service Office, P.O. Box 9999, Van Nuys, CA 91409.*

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### **Factors in Achieving Continuity**

Given individuals do not own or remain in service positions forever, the issue arises: How do we achieve and then maintain continuity of service while rotating trusted servants? It is important to note that maintaining "sameness" does not necessarily achieve continuity, nor does it result in efficiency of service. Continuity is achieved by adhering to a specific plan which includes four basic factors: trust and faith in God, communication, documentation, and structure.

The essential factor necessary in order to achieve continuity is to remain in conscious contact with our *Higher Power*. Remembering that ". . . a loving God as he may express himself in our group conscience, our leaders are but trusted servants, they do not govern." We have to maintain faith as we do footwork; the two go hand in hand within service work, just as they do within our personal programs of recovery.

*Communication* is the next step towards achieving continuity. It is absolutely essential in order to insure that information and knowledge is not lost, for the wisdom derived via experience is invaluable. Those leaving service positions should write and talk to the incoming trusted servant about their learning. This can be accomplished in many ways. Former officers can remain available to serve as consultants, answer questions, and offer support. Service boards and committees can be kept apprised at all times (verbally and in written form) so that efforts can be coordinated and input exchanged. Learning days and presentations of what is involved with each service position should be held regularly. Alternates and vices need to be active participants so they will be prepared and trained when it is time for them to assume their position.

*Documentation* is the third key factor in achieving continuity. Guidelines offer us the road map needed in order to avoid disaster; they serve as a blue print which keeps our work focused. In fact, they are the contract between the trusted servant and the fellowship, which when followed results in continuity. Guidelines need to be maintained, updated regularly, studied and utilized.

When our service boards and/or committees meet, it is important to keep accurate minutes of all such meetings. These minutes should document the process and content of the meeting. Once minutes are approved by the board or committee, they should be stored within an organized, well accessible archive, available to serve as resources which facilitate

the imparting of previous experience, problem-solving strategies and solutions. Newly elected servants should review minutes in order to know the history of their positions and the service body; officers in particular should do this. It is recommended that archives be passed on; they belong to the committee or position, not to an individual.

The final key factor to achieving continuity is *structure*. Having boards and committees large enough insures that as one or more people leave the body, the others who remain are not burdened and may continue to adequately function and meet the needs/challenges which arise. Staggering service position changes permits experienced officers to train the newer members prior to their departure. In doing so, the service committee is empowered and at full strength at all times. Then as officers rotate out, those who remain in position are equipped to function at an optimum level and in turn, are prepared to train those members who rotate in. An essential ingredient within structure is that of electing qualified servants. Trusted servants need to be responsible (both within their work and to those they serve), capable, and willing to serve their entire term or when otherwise needed until the project is completed.

Continuity can be achieved by following this very basic plan, without having to assume rigid or fearful stances. It is not necessary for one individual to do all the work, all the time. This is our fellowship and collectively, with a clearly identified plan, we can fulfill great goals. We are a fellowship rich in resources. We do not need to burden, exhaust or stress any one person. New members bring to their position energy and enthusiasm; these qualities, combined with good communication, the guidance of guidelines, a healthy service structure, the love and support of our previous trusted servants and God, will insure productivity, continuity and success.

### **Rotation and Continuity in Formative vs. Maturing Committees/Boards**

As newly forming committees get started, we have lots of enthusiasm and little experience. Generally, new committees get started with a nucleus of committed members who have genuine interest. Many times members will take on a number of different service commitments out of need and lack of manpower. This is not done out of self-importance; rather, necessity and a need to further our primary purpose. Not only would the chair of an activity committee facilitate the meeting, but they would man the activity, get supplies, help with the treasury, order merchandise, etc. Within the flux of the new committee, as the committee grew in size and then diminished again, the nucleus of committee members begin to experience the unity that is stated in our First Tradition. As we learn through adversity and mistakes, we begin to gain experience and leadership qualities. These assets are at a premium in formative committees. Rotation is not an issue. It can, however, present a problem for members who have been in a particular service commitment for an extended period of time. We begin to become "burnt out," enthusiasm wavers and the position in service becomes a part of who we are vs. what we do. At this point, we are faced with rotating out of the service commitment while preserving the continuity established.

By sharing our experiences in service and how that has enhanced our own personal recovery, we can attract new members to service. A treasurer of an ASC might share about how that experience helped them with their business, etc. The values that all of our service positions bring can and do have practical applications to everyday living. By sharing our experiences and attracting newer members to service, we place ourselves in a position to rotate out of service positions and preserving our anonymity. We begin to feel the impact of unity and see a bigger picture ourselves. We realize that others will come along and fill the position, and must take our personality out of the picture by developing guidelines for the position for those who come after us.

In the offing, continuity is not a big problem due to newer committees having the same nucleus of members over an extended period of time. That nucleus of members

eventually grows in time and members come to find that they no longer need to fill multiple positions. That there are enough members to fill all service positions. We then see how this committee has enough members that if we are gone, things will go on fine (control is caring about people, with the belief that they don't have an IQ high enough to take care of themselves). As we learn about our service positions and the applications of our traditions, we communicate in written report and document with archives. Committees become large enough that we are able to form subcommittees and ad hocs to deal with specific projects through their completion. In time we see that there are a number of different members that are able to fill certain service positions. Many of us revel in the thought that there are too many servants and not enough service positions. When there is more than one qualified trusted servant, we find that rotation is desirable and that group conscience is the ultimate guide. Including alternates and vices, sharing with members about the duties and responsibilities of a service position, being available to lend experience to a committee that we were once part of, can also be part of our continuity.

Rotation may not be desirable in formative committees. We are entrusted with the privilege of service in a particular position, the misuse of that trust should be avoided by not governing the position. Using our sponsors, H.P. and group conscience will ultimately guide us. Leadership is best done through example. Considering qualifications for the position, clean time requirements, the length of time the committee has been in operation, the experience of the individual members within the committee should all be considerations when electing servants. The needs of a younger area will differ from an area where there is a greater number of experienced members. While rotation can be a goal, it would not seem practical that we use it as an absolute in young areas/committees. As continuity is important, we should take precaution that it is not used to canonize ourselves into a service position.

### **Reasons for Rotation of Leadership**

*Variety/breadth of experience* allows for trusted servants from various backgrounds to bring special talents to service. We come from all walks of life, bringing with us diversity, and with diversity lies strength. This can only serve to enhance our services. Also, there are numerous aspects to our services, rotation keeps us moving and available to broaden our knowledge of these aspects. As a result, each person will become a better resource for the fellowship.

*Enthusiasm for service* minimizes stagnation. We tend to be more excited, curious and enthusiastic about a new job than an old one. This enthusiasm is motivating and this results in increased productivity.

*Participating/sharing in service* allows us the opportunity to give back to the fellowship that gave us life. This is a privilege that should not be hoarded by a few. There will always be those who are willing to do all of the work and those who wish to do none of it. These extremes are not healthy. The fellowship and our personal recovery will be enhanced by a balance between the giving and receiving in service. It is also extremely rewarding to give. Giving feels good and gets us in touch with the abundance around us rather than always focusing on the scarcity.

*Anonymity of service*, i.e., to selflessly help others, will diminish the danger associated with positions becoming identities. In N.A., no one owns anything. For our own recovery, we must avoid owning a position; it is not healthy for us, or for the fellowship, to foster such dependence.

### Achieving Continuity by Reelecting Trusted Servants

There is nothing inherently "wrong" about reelecting a servant to another term, and when circumstances leave the group conscience clear that this is the best decision, then that is what should be done. In fact, many times, in spite of the advantages of rotation, the best decision for a service committee will be to reelect a servant to serve in a position they have already held.

Probably the most common situation where this becomes an option to consider is when an alternate or vice servant resigns or otherwise becomes unavailable to serve near the time when they are due to step into a service position they have been "training" for. Frequently this will leave the committee with the choice of then electing both the position and the alternate position with inexperienced servants, or asking the remaining servant to serve again. Other situations where this is a decision of the group conscience are where there is a clear lack of the experience in service to fill a position, or where a committee wants to retain a servant so he or she will be able to train a successor.

In maintaining continuity of service to the fellowship, another area that will become clear is the term of service. Many positions do not lend themselves well to annual or shorter rotation periods. For example, ad hoc activities, projects such as compiling guidelines, and convention activities are areas that particular attention should be given to terms of service to fit the task, rather than tasks to fit the term of service. In these and probably other areas of service, committees should consider carefully the effect that a blanket policy of rotation will have on ongoing activities.

Providing continuity through reelection or rotation is ultimately decided through our group conscience process. This process encourages us, as responsible members, to participate in discussion where opinions, facts and experiences are shared in an effort to make informed decisions. Discussions will vary greatly. Experiences differ, opinions differ, and situations differ. Our goal is in striving to select the qualified person for the position. Participating in and supporting this decision-making process is a part of being a responsible trusted servant. The key is understanding that this is where our responsibility ends. We let go, surrender and allow a loving God to express himself through the group conscience. We've done our part and now we trust God to do his. We practice faith. We support the Second Tradition and feel secure with the knowledge that the ultimate authority is a loving God.

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To: The Fellowship

From: Bryce Sullivan, Chairperson  
WSC Literature Committee

*Introduction.* The WSC Literature Committee (WSCLC) has continued to be very active this conference year. The WSCLC has met two times since the last *Fellowship Report* in August. The Steps Ad Hoc Committee has also met once during that same period of time. This report will briefly cover the WSCLC meeting in September and the Steps Ad Hoc Committee meeting in October. The remainder of this report is a detailed reporting of the committee's work in St. Louis and our preparation of material to be included in the *Conference Agenda Report*.

*September WSCLC Meeting.* As I reported in August, at the close of our August 4th and 5th meeting the committee was virtually deadlocked on how to proceed with the development of the Steps portion of *It Works*. While part of the committee felt we should continue last year's step ad hoc process, the other part wanted to change the process itself,

to include special workers. The committee felt that the literature guidelines could be interpreted in a way that limited our ability to include the involvement of WSO staff in our drafting efforts. Without a clear consensus, the committee felt that the use of staff in these circumstances was questionable.

An ad hoc group was then created to evaluate our guidelines and develop recommendations to the full committee for possible changes. They were also directed to make recommendations for work on the steps portion of *It Works*. This ad hoc committee met in late August and developed recommendations for changes to the section of the guidelines regarding the committee's use of special workers. They also developed an outline for a WSCLC ad hoc committee to continue with the work on N.A.'s step book.

At the September meeting of the WSCLC, each of these recommendations was accepted with some modification. Other projects the literature committee worked on were: *For Those in Treatment, In Times of Illness*, and the *N.A. Group Starter Kit*.

*1982-1989 It Works Report.* The WSCLC decided in September to release a comprehensive report to the fellowship covering the development of *It Works* from 1982 to 1989. I wrote this report with assistance and review from three past WSCLC chairpersons. The intent of this report was to inform the literature committee about many of the events which have occurred in the long developmental history of our step book. Most of the committee members were unaware of much of this history simply because of the yearly change in membership. There hasn't been any way for new committee members to learn about the WSCLC's past work and decisions. That is what I attempted to do with this report: present past events, as best I could, for a historical overview.

The *It Works* report brought up many issues with which the committee has grappled. These issues need to be resolved with the assistance of the World Service Conference. Rather than discuss these issues again, I encourage you to study the *It Works* report and to engage in local discussions on it. If, for some reason, you have not received the *It Works* report dated October 13, please contact the Literature Department of the World Service Office (WSO) and they will mail you one.

The WSC must take responsibility for the literature development process *it* created. The reports developed by our boards and committees must be followed by decisive action at the 1990 World Service Conference. As part of my responsibilities to the WSC, I will continue to report my concerns as well as the concerns of the WSC Literature Committee.

I *strongly* encourage all of you to foster discussions of the problems we have continually encountered in the development of literature for Narcotics Anonymous. Besides the WSCLC, each of our service arms has been discussing these problems as well. These are the kinds of discussions that must take place at the 1990 World Service Conference. I believe a comprehensive and unified approach is needed.

*October Steps Ad Hoc Committee.* The WSCLC Steps Ad Hoc Committee met in October and accomplished a number of tasks. The agenda included: determination of purpose, audience, readability, style, and format for the book. The ad hoc group also established the remainder of this year's work schedule, in addition to development process recommendations. It should be noted that the Steps Ad Hoc Committee reports directly to the WSC Literature Committee through the WSCLC chairperson. The WSCLC holds the final responsibility for the work of the ad hoc group. The committee feels that maintaining this responsibility is extremely important, and we firmly agree that maintaining creative control is vital to assure the integrity of the steps book. The ad hoc group makes reports and recommendations, which the full literature committee uses to make decisions and/or recommendations.

At the November WSCLC meeting in St. Louis, the literature committee reviewed the work of the ad hoc group and generally concurred with their recommendations. The ad hoc group will meet four more times before the 1990 WSC. The first two meetings will cover broad discussions of content, including outline development. The last two meetings will cover specific review of the draft developed at the 1988 Chicago Literature Conference.

The next logical question is: How will the writing be accomplished? The ad hoc committee proposed to the literature committee that following the 1990 WSC, WSO staff be used for writing assistance. This will, of course, depend on the outcome of the motions that the WSCLC presents to the conference on the use of special workers. The ad hoc committee felt strongly enough about this assistance that they recommended and received approval from the WSCLC to use WSO staff for the remaining steps ad hoc meetings this conference year. However, WSO staff *will not* have any writing responsibilities. Instead, their role will be to assist the committee in preliminary decisions about the technical aspects of writing. They will then also be present for the critical discussions on the outlines and content. Using WSO staff now, in this capacity, will prepare the WSCLC, the Steps Ad Hoc Committee and the WSO staff for a more involved and cooperative relationship following the 1990 WSC. I will be making a formal request to the World Service Office Board of Directors for additional staff for this assistance. Let me again stress that the literature committee is not authorizing any staff writing prior to the 1990 WSC. The committee thinks it is important to begin the groundwork for these plans now to minimize any delays that would occur if we waited until after the 1990 WSC.

The literature committee is *always* receptive to input we receive on this and any other issues. As chairperson, I have made it a policy to mail to the entire committee all of the input we receive. To encourage open dialogue with regional literature committees and conference participants, the minutes of the Steps Ad Hoc Committee will be distributed after their review by the ad hoc committee and the WSCLC.

*Literature Committee Guidelines.* Modifications to the guidelines approved at our September meeting were reviewed in St. Louis. Concerns voiced by the Joint Administrative Committee were also discussed in detail. Changes to our guidelines are critical to our ability to effectively serve the WSC. The literature committee feels that changes are essential, if we are to have the resources we need to create literature for Narcotics Anonymous. All of the problems we have encountered cannot be blamed on the guidelines. Nevertheless, we have been forced to spend valuable time and resources trying to work within guidelines which we find too restrictive.

The committee approved changes to three sections of our guidelines for inclusion in the *Conference Agenda Report*. A revised section 6-G will be proposed which will allow more flexibility in the writing resources we can use. This section covers special workers and their use by the committee. This motion, if approved by the WSC, will allow us to use WSO staff as well as contracted N.A. members for writing assistance.

Revisions to sections 9 and 10 will also be included in the *Conference Agenda Report*. Section 9 covers the literature review process. Revisions made to this section remove the mandatory 6 and 12-month review period and allow the literature committee to determine a specific review time period according to the needs of each particular piece. Section 10 covers the literature approval process. Revisions made to this section will remove the mandatory one-year approval period and allow the literature committee to determine an appropriate approval time period of not less than 90 days.

All of these guideline changes will give the literature committee more appropriate responsibilities than currently outlined in the guidelines. The committee did not go so far as to propose a motion that the literature committee approve its own guidelines; however, this may be the best solution. It is unfortunate that we are unable to move forward while awaiting WSC guidance. Yet it is the reality of our current system, which has the conference approve guidelines rather than committees approving their own.

*Starter Kit.* The revised *Group Starter Kit* presented by the WSCLC at the 1989 conference was not approved. Instead, it was referred back to the committee for further work. After the April WSC, the work by the Ad Hoc Committee on N.A. Service on the group chapter of *A Guide To Service* came to our attention. I asked the Ad Hoc Committee on N.A. Service for permission to evaluate its work for possible use by the WSCLC on the *Group Starter Kit*. There were a number of reasons for reviewing this material. First, to assure that our work on the starter kit did not conflict with the work on *A Guide to Service*.

Second, we were interested in examining the possibility of using some of the material already developed.

The literature ad hoc committee responsible for revising the *Group Starter Kit* was favorably impressed with the work the Ad Hoc Committee on N.A. Service had accomplished. Their draft on the N.A. group so closely paralleled our work on a starter kit that the WSCLC decided to use substantial portions of that draft. Some modifications were necessary to bring the draft in line with our current structure and terminology. Additionally, all references to the Twelve Concepts were removed. Because of the substantial use of their work, I formally asked the Ad Hoc Committee on N.A. Service for either their concurrence with our changes, or advice against using the material. Although individual members of the Ad Hoc Committee on N.A. Service voiced opinions both for and against our use of the material, the committee as a whole did not formally advise the literature committee either way.

The WSCLC decided in St. Louis that modifications to the starter kit should not wait another year. The starter kit plays an important role in the formation of new N.A. groups, so it should be updated as often as necessary to keep it current. Our present starter kit is obsolete in its content and format. Therefore, the committee has decided to present the WSC with the following recommendation. First, we are going to move for approval a new document, entitled *The Group Booklet*. This *Group Booklet* will include material from the *Group Starter Kit* (I.P. 18), along with the modified group chapter draft. The *Group Booklet* will not replace *The Group* (I.P. R-2); instead, it will complement and expand upon I.P. R-2. Second, we are going to request the WSC to direct the WSO to create an actual starter kit as an inventory item available for sale to members and service committees. This new Group Starter Kit will be a comprehensive alternative to the current I.P. 18. It would include items such as *The Group Booklet*, conference-approved I.P.s, the *Little White Booklet*, a group registration form, and a *Treasurer's Workbook*. The creation of an actual Group Starter Kit as an inventory item will eliminate some of the confusion created by the current starter kit. Our current starter kit is merely an I.P., it only becomes a starter kit when other I.P.s and forms are added to it. At this time many area service committees put together their own starter kit for new groups, similar to the material the WSO distributes on request. Having these items available through the WSO as a complete item would be an improvement over our current practice.

*Area and Regional Literature Assignments.* The WSCLC discussed a number of projects available as assignments to area and regional literature committees. Among these projects are items on our C and D work lists. The committee also discussed assigning the evaluation of our conference-approved I.P.s to local literature committees. We seldom receive input on approved literature and therefore lack guidance on when to propose revisions to our literature. A report will be mailed to all RSRs and registered literature committees in January regarding assignments. We are currently encouraging literature committees to continue working on the Traditions portion of *It Works* until the January 31 deadline.

*The Daily Book.* In April of this year the WSCLC devised a process which allowed us to proceed in the development of a daily book for Narcotics Anonymous. This process has general members of the WSCLC developing daily readings by using the input already in our files. These revised pieces are then reviewed by a review panel made up of WSCLC members, regional literature chairpersons, and a member of the Board of Trustees. The review panel, in a conference call, gives direction to WSO staff on further revisions or edits of the pieces.

The review panel for the daily book has had two conference calls in the past month. During the first call, the panel discussed a few of the basic issues concerning the audience, purpose, voice, and usage standards for the book. The panel also reviewed ten daily readings turned in by general members. Of the ten pieces reviewed, six were rejected and four were given to WSO staff for further editing.



During the second review panel conference call, a number of issues were discussed by the review panel. First, the edited pieces retained from the first call, unfortunately, fall short of what they considered acceptable as review-form literature. Second, the high rejection rate of pieces by the review panel is a concern. Third, the expenditure of conference funds and WSO staff time in this project with these results is a highly questionable use of resources. For these reasons, I proposed to the review panel that we discontinue our work, and present a full report to the WSCLC for their review and action. A report will be given to the WSCLC, including detailed input from each panel member. The committee will evaluate and possibly decide, at our next meeting, how to proceed with this project.

*For Those In Treatment; In Times Of Illness.* Working groups made up of members of the WSCLC, as well as area and regional literature members, worked on *For Those in Treatment* and *In Times of Illness* at the St. Louis workshop. These groups worked from the master lists of fellowship input on these two informational pamphlets. Using this fellowship input, the groups began work which will culminate in approval-form versions of both of these pamphlets. These approval forms will not be ready for release at the 1990 WSC, but hopefully will be completed during the 1990-91 conference year.

*Spanish Basic Text Workshop.* A review workshop to evaluate the Spanish translation of the Basic Text was held in Miami on December 1-3. I attended this meeting and came away with a better grasp of the issues relating to the translation of our literature. In some ways, this workshop was very similar to literature workshops with which I am more familiar. Translating our literature and creating new literature are both slow processes.

The current process, as used in the publication of the French Basic Text and now in the Spanish, appears to be working well. Review copies of the Spanish text were released in September to service committees, who fostered reviews by N.A. members literate in Spanish. Spanish-literate members who participated in this review came to the workshop with marked copies of the review draft from their local committees and N.A. communities. At the workshop, the committee went through the text line by line. Following this workshop, the completed work will be mailed out again for another review, with a second workshop tentatively scheduled for February. These meetings will continue until the Spanish text meets with the approval of the members who participate in this translation process.

This painstaking translation process points out the crucial need for the WSCLC, as well as the WSC, to encourage the development of quality recovery literature. Situations have already occurred where translation committees have translated editions of our literature which were, in a relatively short time, changed by WSC action. These changed or new editions, unfortunately, in some cases have the effect of making the translations unusable. We need to keep in mind, when writing or revising literature, the complex issues faced by our non-English speaking fellowship in their translation efforts.

*Fellowship Communication.* During the literature committee's open forum in St. Louis, communication was one topic brought up by area and regional literature members in attendance. A number of members voiced concerns that local literature committees are not being informed on a basis consistent with their needs.

The literature committee discussed our communication with local literature committees. The committee reviewed those items routinely mailed to regional literature committees. These include: the literature portion of the *Fellowship Report*, the *Newslines*, WSCLC approved minutes, as well as other correspondence from the WSCLC chairperson. The committee decided to add the minutes from the Steps Ad Hoc Committee to the material regularly sent to regional literature committees. One idea proposed at St. Louis was the creation of a WSCLC newsletter. If you have any input on this idea, please send any input to the Literature Department at the WSO. The Literature Committee will be examining this proposal at their next meeting.

Input from the fellowship is always highly regarded by the WSC Literature Committee, and all input received is reviewed by the committee. Each letter is responded



to, often with a personal letter from the chairperson. The responsibilities of the WSCLC are such that consultation with area and regional literature committees before decisions are made on many issues is not possible. However, we always remain open and receptive to the input you provide. Anything that occurs in the course of the committee's service to the fellowship is open to input by the fellowship.

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To: The Fellowship  
From: Dave Tynes, Chairperson  
Ad Hoc Committee on Isolated N.A. Groups/Meetings

Greetings from the WSC Ad Hoc Committee on Isolated Groups. The committee met face to face for the first time at the WSC workshop in St. Louis, November 3, 1989.

The committee's meeting time was spent reviewing the second draft of the report to the World Service Conference. The report will include the following items: the general discussions the committee had regarding the existence, status, and needs of these isolated groups and meetings in institutions; background information obtained from the survey mailed to all RSCs and ASCs in May, along with information from the WSO H&I files; and our conclusions regarding this issue. The final part of the report includes a list of questions that arose in our discussions, that we did not feel were within our scope to address, but felt strongly that the conference needed to discuss.

The report will hopefully be finalized through a conference call in December in time for inclusion in the '90 *Conference Agenda Report*. The committee will not be forwarding any motions to be voted on by the conference. It is our hope that the report will generate wide discussion throughout the fellowship, and will be discussed extensively by the conference in April. However, being aware that motions may come from the floor of the conference regarding our report, we are including it in the *Conference Agenda Report*.

While the committee feels that we have barely begun to deal with this issue, it is our hope that we have at least begun to pave the way for these members of our fellowship to feel more "a part of" the N.A. worldwide fellowship.

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To: The Fellowship  
From: Reuben Farris, Chairperson  
Ad Hoc Committee on N.A. Service

Another report from your Ad Hoc Committee on N.A. Service, and another deadline come and gone without a completed *Guide to Service*. The committee, at times, feels like we'll never complete this project. I'm sure the fellowship feels the same way. Don't be discouraged.

I have several items to discuss regarding the work of the committee, regarding both the Twelve Concepts and the yet-to-be-released *Guide to Service*.

*Twelve Concepts for N.A. Service*. We are beginning to receive input, both from regional workshops and from individuals, regarding the Twelve Concepts. Most of the input has been of a conceptual nature, and not line-by-line editing. Such conceptual input

is exactly what we want. We hope for continuing open philosophical discussion to occur at WSC 1990. It will also be up to the 1990 conference to adopt a "review" plan that will allow thorough examination and discussion of the Twelve Concepts prior to consideration of their ultimate adoption by the fellowship.

*Albuquerque II.* The ad hoc committee held a joint meeting this past July in Albuquerque, New Mexico, with members of the World Service Board of Trustees, the WSC Joint Administrative Committee, and the WSO Board of Directors to review our drafts on the group, the area, and the region, as well as the Twelve Concepts. That meeting proved so beneficial to our work that we hope to hold another such session to review our work on national and world service structures and a service charter. It is tentatively scheduled for January 26-28, again in Albuquerque.

*A Guide to Service.* Once again it is my reluctant duty to report yet another revision of our projected date of completion of *A Guide to Service*. Although the members of the committee continue to work diligently (my wife thinks I live in Van Nuys), it appears our previous estimates for completion were unrealistic. Enclosed in this report is a revised production schedule by which we realistically expect to have a completed draft of the *Guide* in your hands by WSC 1990.

*St. Louis.* The Sunday morning open forum, held at the WSC "quarterly" in St. Louis the first weekend in November, brought several things to the attention of the committee. One point made was that this committee has not done a very good job of communicating with the fellowship regarding its work. The point was well taken by the committee.

The committee at one time had discussed the idea of releasing each chapter of the *Guide* as we completed it. We decided that to do so might be misleading, due to the interdependence of each chapter on future chapters. We feared that "pieces of the puzzle" could lead to an erroneous perception of the final "picture." It is now clear that we were wrong.

Completed drafts of chapters on the group, the area, and the region have been mailed to you recently. Included was an outline or study guide for each chapter, that we hope you will find helpful in your review of the documents.

Questions were also raised in St. Louis regarding the origin of the committee and its work, how we came to be doing what we are doing. Bob Hunter's report in this *Fellowship Report* should clearly answer such questions regarding the history involved with the creation of the committee and its tasks.

*Approval process.* There has been some negative, fearful response to our work. That seems to arise from a misconception that we intend to ask for approval of *A Guide to Service* at the 1990 World Service Conference. Such is not the intent of the committee. We view the 1990 WSC as the first "formal" presentation of our work, and the start of an ongoing discussion of our proposals by the entire fellowship. Any approval plan must come from the conference itself, at an appropriate time. The committee believes such an approval plan may be several years away.

*Workshops.* The committee had originally planned to conduct multi-regional workshops this winter on the Twelve Concepts and the *Guide*. With our work yet unfinished, we have put our plans for formal workshops on hold. Committee members' energy and committee funds are being directed toward completing the project.

If your region is planning a workshop on the Twelve Concepts in the near future, please contact the office. If the hosting region can provide transportation, and if a committee member has that weekend free, we will try to accommodate you. We can also provide study notes, etc., that might be helpful. If you could provide us with notes/comments/minutes from your workshop, we would find that helpful.

We look forward to seeing y'all in April. Until then, don't take nuthin' and keep coming back.

REVISED PRODUCTION SCHEDULE

Full committee meeting.....	December 9-10, 1989
World Services meeting.....	January 26-28, 1990
Small work group (to collate input).....	February 17-18, 1990
Full committee meeting.....	March 3-4, 1990
Release of <i>A Guide to Service</i> , COMPLETE .....	MARCH 23, 1990

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To:           The Fellowship

From:         Jack Bernstein, Chairperson  
                  World Service Board of Trustees

The Board of Trustees held its regularly scheduled meeting in October in Van Nuys. All the members of the Board were in attendance except Garth Popple, who was busy attending to his new baby daughter. Congratulations, Garth!

The Trustees are moving forward on several projects through the use of the Trustee subcommittee system. This report will be a synopsis of the work that has been accomplished thus far this year.

The *Internal/External Subcommittee* (chaired by Kim J., with Greg P., Mario T., and Stretch G.) invited the chairs and vice chairs of both the WSC H&I and P.I. committees to attend their meeting. Much of the discussion centered on long range goals in both these areas of service. The attendance of these officers was seen as essential to formulating any long term goals and/or plans. A large portion of the agenda was spent considering N.A.'s image, both from our members' perspective and by the general public. This was a very eye-opening experience. Several aspects of these discussions warrant further investigation, including a survey of our literature to determine the image presented to the reader; a possible survey of certain segments of society to ascertain their awareness and perception of N.A.; continued discussions to identify what is the N.A. philosophy; our image as presented in other cultures; providing discussion topics through service workshops or convention workshops; and possible development of articles for inclusion in the *N.A. Way* or *Newsline*. This subcommittee also voiced support for the WSC P.I. Committee in its efforts to survey the fellowship, with the understanding that this could benefit future planning and goal-setting. There is a strong possibility of another meeting, including the same participants, during a future meeting of the Board of Trustees.

In addition, we also discussed the two motions committed to the Board of Trustees at WSC '89. The original presenters of each motion were contacted and subsequently provided clarification to each of those motions. The first motion concerns amending the *Temporary Working Guide to Our Service Structure* (1989 edition), on page 26, the 5/3/81 motion directing the use of the N.A. symbol on flyers. The consensus of our committee was that the recommended change could affect local autonomy if the wording is changed from "can" to "should." Therefore, we will not recommend that the WSC adopt this motion as presented and referred to the Trustees. The second motion, which referred to a perceived religious endorsement in service literature by use of the word "prayer," was tabled until the next meeting. This issue actually goes much further than just our service literature, as it also includes the use of the word "prayer" in our steps, and therefore will need much more discussion.

Discussion of the WSC H&I project, *Behind the Walls*, revealed that several members think the piece is recovery-oriented literature, rather than service literature. As

such, it was recommended that this piece be referred back to the H&I Committee for further consideration.

The *Policy and Structure/Training and Education Subcommittee* (chaired by Becky M., with Tom M., Chuck L., and Garth P.) was also very productive. The first item of business was the World Service Conference elections procedure. The WSC Policy Committee had requested input from the Board on this issue, specifically regarding Trustee elections and the election of non-addict Trustees. A suggested procedure for Trustee elections was developed and, after review/input from the entire Board, will be presented to the Joint Administrative Committee in January, 1990. Other items presented for consideration by the Policy Committee were seating of new regions, and rotation and continuity. While neither of these items was considered necessary in the agenda report, the P&S/T&E subcommittee recommended that the issue of rotation and continuity be an item of discussion at the 1990 WSC during the open forum. The WSC Chairperson also attended the subcommittee meeting and presented the matters of cost equalization and translations at WSC. Support for both plans was given by the P&S/T&E subcommittee. A report was presented by the Ad Hoc Committee on Isolated Groups/Meetings, and the subcommittee recommended that the Board discuss the relationship of the Third Tradition to meeting access. This was done after the full board reconvened, and a decision was made to include time on the agenda at the next meeting for full discussion of this issue.

A draft has been developed which will provide the basis for a procedural or guidelines manual for the Board, and work continues on drafts for a handbook to be used by Trustees during Traditions workshops. The necessity of good communication between trustee committees and the Board, and between the Board and the fellowship, was particularly emphasized. As a result of this discussion, the subcommittee discussed the development of a service-oriented newsletter for fellowship use, as a forum for open discussion of current service issues. The Board would like to encourage discussion within the fellowship of possible development of such a publication.

The *Literature Review Subcommittee* (chaired by Danette C., with Jack B. and Donna M.) discussed the conceptual and philosophical difficulties involved in translations of N.A. literature into languages other than English. There was also concern expressed for the motion adopted at WSC '88, concerning the English name of Narcotics Anonymous appearing in tandem with the non-English name on the cover of literature printed in other languages. Both of these items were discussed by the full Board later in the weekend.

The WSC H&I Committee also presented for review an article on the relationship of the Traditions to H&I work, with a recommendation from the P&S/T&E subcommittee that the article not be printed in its present form.

The *Trustee Literature Review Traditions Ad Hoc Committee* met in August, September, October, and November. No meeting is planned for December, but monthly meetings will resume after the holidays. Detailed reports of each meeting are prepared, reviewed by the committee and each trustee, and mailed within three weeks to all conference participants and registered regional literature committees. Overall, the focus of the ad hoc committee has been on extensive planning and on communicating with the fellowship about the project. The statement of purpose for the traditions book, as well as discussions about audience, mood, voice, and tone are contained in the reports. Also, some preliminary discussions about format and stylistic goals have been reported. The value of readability formulas has been extensively discussed and studied. No decisions have been made about the actual writing process. It has become clear that technical advice will be necessary, and the committee is investigating this further. These reports are available by asking your RSR, RSR alternate, or regional literature committee chair. They can also be obtained by writing to the World Service Office.

Since the Board last met, a proposal has been developed for possible inclusion in the *Conference Agenda Report* in relation to the Traditions Ad Hoc Committee. The motion adopted at WSC '89 provided for trustee development of the traditions portion of *It Works*, and specified a time frame. The Ad Hoc Traditions Committee has determined

that the time frame specified for the development and proposal of the review-form draft of the traditions may be impossible to meet. In addition, there has been discussion of opening up the review/input process to include any member of the fellowship, not just registered literature committees. After this proposal is reviewed by each of the Trustees, it will be discussed at the January meeting of the Joint Administrative Committee, at which time a decision will be made concerning the inclusion of a motion in the *Conference Agenda Report*.

The Board at its October meeting also made appointments to the Additional Needs Advisory Panel of the Trustees Internal/External Subcommittee. These members are Gordon P. (Southern CA) and Darwyn L. (MS), with Jay V. (GA) as alternate. A packet of information regarding additional needs has been sent to each of these members. All future correspondence received at the WSO concerning additional needs will be copied and forwarded to these members.

The *Guide to Service* was a major focus of discussion during our meeting. The Ad Hoc Committee on N.A. Service has requested that another expanded meeting of their committee be held to review/input the national and international chapters of the *Guide to Service*. There was general consensus of the Board that this proposed meeting would be of tremendous benefit to both the Board and the fellowship, in assisting the Ad Hoc Committee on N.A. Service with their draft development process. Most of the members of the Board felt that the meeting held in late July in Albuquerque, NM was very beneficial in the development of the present version of the Twelve Concepts for N.A. Service, which have been released to the fellowship. The Board of Trustees has a general understanding that the *Guide to Service* will be the priority item for discussion at WSC '90.

The membership of the Board continues to be very concerned with the growth and development of the fellowship in countries outside of the United States. We receive monthly updates on international communications that are received at the WSO. The Board decided to set aside time on the agenda of our next meeting to discuss this issue in detail, to increase the awareness and involvement of the Trustees in international development issues. Additionally, the Trustees feel that they need to be involved with conceptual and philosophical discussions regarding the translations of our literature, with a follow-up recommendation to the translation advisory committee. This is most apparent in the translation of words and concepts for which there are no specific words in the language into which the translation is being made. The Board hopes that these issues will be a matter of discussion during the open forum at WSC '90.

The WSC meeting in St. Louis, MO was attended by myself and Becky Meyer (BOT vice chair). We both attended portions of the committee meetings which took place during the weekend. We also attended several of the open forums, which all went, in my opinion, very well. All of the meetings and open forums were of great benefit to me, since my attendance was not as a committee participant. I was not expected to involve myself in committee discussion; instead, I was there to listen to the discussions and respond to questions. Fortunately for all, I mostly listened. I did give a short report for the Board of Trustees on Saturday night, but the majority of my report consisted of responding to questions from the members. A summary of that report follows:

It is my understanding that the WSC Chairperson's intent at WSC 1990 is to provide as much time as possible for open discussion by limiting the number of motions to be dealt with by conference action. I am in support of this concept, as it seems that there are many issues that need to be given the time and opportunity for open discussion. I suggested that we even consider utilizing next year's WSC quarterly meetings as open forums, in the hope of being able to take the time necessary for an inventory of our World Service Conference. This may, however, be an idealistic solution to a perceived problem which may not necessarily need resolution. Since the first open forum at the 1986 WSC, those members who have taken the time to write elaborate reports and accusations of world level servants and committees have seldom taken the opportunity to question or confront those very same committees or individuals. My belief is that the open forum is the best opportunity for issues of concern to the fellowship to be discussed, in the hopes of going beyond personalities and into solutions.

In closing, from myself and all the members of the Board of Trustees, have a joyous holiday season and a happy new year!

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To: The Fellowship  
From: Stu Tooredman, Chairperson  
World Service Office Board of Directors

There is a lot going on at the WSO at this time, so this will be a long report. Exciting advances have been achieved in translations and service to the international fellowship. At the same time, we are encountering new problems and finding possible solutions to others. For additional details, see the December 1990 *Newsline*.

The French version of the N.A. Basic Text is now in the hands of N.A. members. The first printing was completed, shipped, and delivered to members. Three cases of books were sent by air to the ESO and then shipped to the Paris ASC. These will be made available at a meeting and dance on New Year's Eve. In Montreal, an event was held Saturday afternoon, December 16th, and hundreds of members attended. There were meetings, sales of the text, and a dance, at which over 450 books were sold. A large number of the remaining 1,100 books purchased by the literature committee have already been allocated to different ASCs and groups. All reports indicate it was a wonderful and emotional experience.

The European branch office of the World Service Office is finally up and operating. We now have a fulltime staff member there every day to handle most matters that will arise, and have put into place a supervision and communications system to give her support for things that may require additional administrative assistance.

By early January, the ESO will have initiated the printing of pamphlets to be used in Europe. The printing will be done through a printer in Avon and shipped to the office in London. We will begin printing copies of English, Swedish, and Portuguese literature, with other languages printed as the need arises.

Additionally, the ESO will stockpile all of the literature, key tags, handbooks, etc., anticipated to be ordered by the fellowship in the United Kingdom during the next year. The things that are not going to be printed in England are now being shipped, which will make delivery of literature to the UK and all of Europe quicker. Orders received at the

ESO will be faxed to Van Nuys for inventory and accounting purposes, but all monies will be deposited in our account in London.

The first meeting to review the Spanish version of the N.A. Basic Text was held in Miami in early December. The first day the committee discussed procedure, participation, and use of the committee for other things (such as a Spanish tape review committee, or a body through which personal stories could be handled, and the development of a Spanish language magazine or newsletter). No decisions were reached on these items.

The first task of the group was to examine the steps and traditions, and make changes in the first draft as necessary. Later, work on the content of the translated text took place. The committee proceeded slowly because it was necessary to allow full discussion. When the committee finished on Sunday, they had completed review of 11 pages of the draft.

The committee will prepare a report of its progress and schedule an additional meeting, although at least three more will be necessary. The next meeting was set for Miami in late February or early March. Regions that are participating in this review process may need to provide some financial support to have the participation necessary to see the project through.

We have had two startling developments concerning translations of the Basic Text. Two separate treatment professionals have recently contacted WSO, indicating they have completed translations of the text: one into Hebrew and the other into Arabic. Although there was brief contact with both of these people previously (we get many such contacts and it is hard to determine which are passing contacts or dedicated efforts), there was no further contact until recently.

The individual who had worked on the Arabic translation has offered to release the work to the fellowship without condition. A draft has been received and is being evaluated by members fluent in that language. The U.S. Information Agency in Cairo has expressed its interest to cooperate with us in this effort, and has been in contact with us about eventually purchasing copies for distribution by them as part of their international anti-drug effort.

The translation into Hebrew, however, has a catch to it. The individual who did that work has attached a condition to the release of the translation to N.A. He requires that an acknowledgement be placed in the front of the book, crediting the treatment center where the work was done. We believe this would violate our traditions. We have received advice from our attorney in the matter and sent a letter to the individual seeking clarification. I have also asked the WSB Chairperson to assist in any further discussions to help resolve the problem.

A growing interest is developing about translating into Russian, now that things are changing between the Soviet bloc countries and the West. People usually ask the question this way: "What are we doing about translations into Russian, so meetings can get started there?" While not dismissing the prospect of getting literature for use within the Soviet Union, each inquiry is met with a long and mostly negative explanation.

The answer is not an easy "yes, work is being done." Russian is the most common, but only one of over twenty major languages spoken in the Soviet Union, and it is not universally understood within the Soviet Union. Bringing our literature to the Soviet Union will require translation into many, if not most, of the major languages.

Since we do not have a fellowship there to work with, we will have a difficult time developing a professionally prepared draft which achieves correct translation of the spirit of our original English literature. Achieving progress with translations where we already have bilingual members and groups takes a great deal of time, effort, and dedication to insure that the translation is acceptable.

We have placed our priorities for translation work on those languages where we do have meetings and members, but even with this focus, we are not yet adequately able to develop translations for many languages where meetings currently exist.

The demand for faster translation, and translations into more languages, is being accelerated by our own members, the drug treatment industry, government policies, and the general public. Countries that had never before recognized addiction as their problem are now doing so, and where possible, sending addicts to treatment facilities in other places. All will certainly need N.A. literature and meetings when they return home, and we will continue to work as fast as we can.

The Soviet government has more recently recognized the need to do something about addiction in their country. As part of the improved U.S./Soviet relations, a continuing stream of medical practitioners has arrived in the U.S. from the Soviet Union. They visit treatment programs, come in contact with our members, and want to return to the Soviet Union with literature to start meetings. Several of our world level trusted servants have already had this kind of direct contact.

But the difficulties we face are tremendous. The Soviet Union and other Eastern bloc countries are not members of the international copyright and trademark agreements that currently provide protection for N.A. literature in western nations. This means that N.A. might simply lose the ownership of any literature made available and subsequently reprinted in those countries.

Getting literature in the hands of members in the Soviet Union poses other problems as well. Printing facilities in the Soviet Union are owned and operated by the government, so getting our literature printed there does not seem likely. The most realistic approach seems to be to print the material in the West and import it to the Soviet Union.

Unfortunately, there is no practical currency exchange agreement between the Soviet Union and most Western countries. The Soviet Union has a restrictive policy about the movement of funds (in rubles or foreign currencies obtained in Russia) out of their country. Each private transaction requires separate government approval. It does not seem likely, therefore, that our normal import and sales practice will work there.

As a fellowship, we must protect the ownership as well as the accuracy of all translations. Despite the new openness coming from improved international relations, protection of ownership and translation accuracy in Russian or any other Soviet language is not possible at this time. The business activity necessary for the movement of literature into the Soviet Union or the management of money generated is also not possible at this time. The WSO will continue, to the extent it will not deter us from other translation efforts, to keep track of the changing situation, and initiate efforts to develop translations and protect them for use in all Eastern bloc countries.

The Canadian government has reviewed and reclassified the tax exemption that was previously awarded to N.A. for some of the literature orders sent to Canada. This will mean that the cost to N.A. for orders from Canada will change, and possibly the price of literature sold in Canada will change. The Canadian and United States governments have signed a ten-year phased reduction in import fees agreement. We have communicated with the Canadian government to learn the level of reduction applicable to WSO inventory items. Most are subject to a reduction of ten percent, each of the next ten years.

The forthcoming meeting with the Canadian regions, scheduled for mid-January, will result in a frank discussion of these changes and the impact this should have on WSO sales policy. A number of alternatives have been examined to determine an appropriate course for future action. It is very possible that some items will be produced and distributed in Canada through a contract arrangement of some kind.

In October, the Board initiated a pilot project of inviting the chairperson and RSR of two regions from around the North American Continent to attend each Board meeting as observers. Both regions that were invited had trusted servants attend our October meeting. The Board feels strongly that this project will help improve the quality of service WSO provides and give regional trusted servants the opportunity to see firsthand the business that comes before the Board. We look forward to continuing this project during the next year.



The 1990 World Service Office budget proposal was recently sent to the Board of Directors. The budget generally follows the format of previous years and contains few new elements. There is, however, a particular note in this budget that deserves attention. The note advised the Board that an anticipated economic downturn in the U.S. economy should be expected during 1990. It is difficult to forecast such things with any accuracy and it is unpleasant to forecast economic gloom and doom. However, many of the signs examined during the preparation of this budget clearly indicate a slowing of the general economy. Nevertheless, it is prudent of the WSO to give consideration to this potential impact in budget planning. As a result, the Board will very likely adopt a budget that forecasts only a moderate increase in income and only a moderate increase in actual sales. This will have the impact of keeping some expenditures at the 1989 expense level.

During 1989, the inventory level on some items was allowed to rise, but now will be allowed to drop during the next twelve months. Another impact will be closer scrutiny of all services the office provides. It may be necessary to cut back on some activities, and fewer new responsibilities will be taken on. It is hoped that this forecast will prove to be incorrect, and that funds in the fellowship will continue to be available at an ever-increasing rate.

Four years ago, the Board of Directors initiated a plan to establish license agreements between the WSO and four of the emerging fellowships around the world. The four selected were those which seemed at the time to be administratively capable of handling this kind of responsibility and agreement, and a draft agreement was proposed. Although the agreements have not been signed, sales to these four fellowships have proceeded as though the agreements were signed.

It is the Board's conclusion that the agreements are burdensome, complex, and difficult to comply with. There is a mutual inability on the part of the WSO and the four fellowships to comply with all provisions of the agreement. The Board has directed staff to draft new agreements to be more achievable and practical. These newly defined agreements probably will concentrate on sales practices instead of production or legal management responsibilities. Discussions about these changes have begun with each of the four fellowships.

Discussions have continued about arrangements for the Basic Text to be available in book stores. It is not a simple matter, although at first it seems so. The retail book store industry operates on a set of common practices that evolved over many years. These practices were unknown in 1982 when the price structure for the text was established, nor were they known until recently. Whether or not knowledge of those practices would have influenced WSO price policies is uncertain. The information we have recently learned, however, makes it difficult for WSO to adjust current price policies in a way that can accommodate direct sales to book stores.

The book store industry functions on universally applied discounts by all publishers. The discount level begins at 40 percent and goes to 50 percent, depending on terms and quantity ordered. The 40 percent discount usually applies to any quantity. The higher discount usually applies to increased quantities. The discount is based on the publisher's suggested retail price. The retail price of the text from the WSO is, of course, eight dollars. If the book store industry practices were applied to WSO Basic Text sales, book stores would be able to buy the text for less than our members, areas, regions or offices. The office is not in the position to consent to such an arrangement.

There appear to be only two solutions: not participate in an arrangement where retail book store price structure is applied, or increase the listed sales price of the text to the general public. The first alternative will remain WSO policy, unless a realistic alternative along the lines of the second alternative can be found.

There does exist within the general laws and commercial practices that apply to the WSO (as the publisher for the fellowship) a method that would permit the WSO to have a two-tiered price structure: one price for members and one price for the general public. This kind of two-level price structure could be created by increasing the published list price

for the Basic Text to a much higher figure, say thirteen dollars per copy. The price to members could remain at the currently established level of eight dollars.

In this manner, the price policy as it applies to the fellowship would not change, and the price policy to the commercial book store industry could operate normally, too. A double level price system like this could be a solution. However, there are other complications to this choice.

All non-member sales would have to be adjusted to the new non-member retail price. This would affect all of the existing non-fellowship customers, including those treatment centers that purchase directly from WSO. Approximately forty percent of WSO sales are to these customers. There would undoubtedly be considerable adjustment in the purchasing practices of those existing customers. It is possible that some would determine that the new price, even if they are eligible for discounts, is too high and might reduce the number of books they buy, or some may even stop purchasing the text. The WSO is currently discussing this difficulty with some of our major purchasers to determine the feasibility of this decision. This discussion will continue, and as further information is gained, it will be passed on to you.

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To: The Fellowship  
From: Stu Tooredman, Chairperson  
World Convention Corporation

The World Convention Corporation has found itself extremely busy these days. The concurrent planning of three world conventions has kept us rather busy. As most of you already know, the second Convention/Office/Phoneline workshop was cancelled due to scheduling conflicts. We now plan to have a workshop in the western United States in the month of February. At the present time we are tentatively scheduling this workshop for the weekend of February 23, 1990 in Phoenix, Arizona. More information about this workshop will be included in the upcoming *Newsline*.

The WCNA-20 Host Committee, in conjunction with the WCC Board and the staff at the WSO, are busy planning for the upcoming Portland world convention. The members of the Host Committee are trying to plan an exciting convention. This convention will be unlike any previous World Convention in that the hotels are centered in two sections of the city, on opposite sides of the Willamette River. The travel time between them is approximately fifteen minutes in slight traffic. We will be using approximately eight hotels and the Memorial Coliseum. Approximately half of the hotels are located on each side of the river. The main meetings, workshops, registration and merchandising activities will be centered in the Memorial Coliseum. Again this year, bus transportation will be available through the pre-registration form, as well as being available on-site.

This year, instead of having the hotel registration form connected to the convention flyer, we intend to distribute a separate booklet, by request, with more detailed information about the hotels, transportation, convention facility layout and other pertinent information. It is our belief that this type of booklet best serves the membership in making an informed decision about travel and lodging. The WCC Board approved the option of using specific airlines to achieve slightly lower fares for convention attendees who choose to use them. Specific information about this will also be included in the booklet.

Another considerable change from previous convention years is that there will be two or three small theme-oriented banquets instead of one large one. The proposed banquets will be held on Friday evening in two of the largest hotel facilities, and one in the coliseum. Each of the theme banquets will have a main speaker. This will also provide for

more members to be involved in the convention program. For those of you who have a question about the use of the word "theme," in this case it means that each banquet would have a speaker that would share his experience, strength, and hope relative to a specific theme (i.e., gratitude). The banquet tickets will be sold on a first-come, first-served basis, similar to the way that tickets were sold last year. This year, the major difference will be that the first 1000 (approximately) tickets sold will be seated at the coliseum, the second group of 750 tickets will be at one of the hotels, and the remaining tickets sold will be for still another hotel. There will be bus transportation available for those who purchase bus passes, to transport members between facilities. More specific information about these banquets will be included in the booklet. This change was necessary due to the available facilities in Portland. Although it would have been technically possible to have one banquet in the center of the Coliseum for approximately 1,500 people, it was not deemed practical. It would have been possible to have one banquet in one of the other large halls in the coliseum; however, it was the Board's feeling that to have one large banquet in a space other than where the main meeting was scheduled to be held was not practical.

The bid from the Ontario Region was selected at the November meeting of the Board of Directors, as the site of the 1992 World Convention in Canada.

As most of you know, the 21st World Convention is scheduled for Sydney, Australia, over the Labor Day weekend that year. Members who intend to travel to Australia should begin to make formal preparations to do so. Australia requires that U.S. citizens apply for tourist visas to enter their country. Members who are thinking of going to Australia should contact the nearest Australian Consulate for more detailed information about entry requirements. Members who have criminal histories should be prepared to thoroughly explain these histories. The Australian government is very similar to the U. S. as it relates to entry requirements. Both can be difficult to complete. We will be happy to pass along all of the information we get on this as soon as it is available. The upcoming *Newsline* will have a little more detailed information regarding entry requirements.

During the recent Board of Directors meeting, the subject of possibly changing the date of the World Convention in Australia arose. It was brought up by the member of the Board who is the chair of the Host Committee in Australia. He questioned the decision to have the World Convention during a period when their weather is not the most favorable. The weather patterns in this part of the world do not follow the patterns we experience in the U.S. It was explained that the price that we were able to negotiate for the use of the convention center facilities in Australia was predicated upon the use of that facility over the weekend that represents Labor Day in the U.S., which in Australia is off season. The member also pointed out that Labor Day is not celebrated in Australia, and as a result is not a national holiday. He also said that the members in Australia were curious about why we would decide to have a convention in Australia and not have it during a time when their weather is more pleasant. This raised significant questions in the Board about whether changing the date of a world convention is within their sole purview. As a result of this discussion, the Board voted to submit a motion to the WSC that would, if approved, empower the Board under specific conditions to change the date of the World Convention. A motion is being drafted for the *Conference Agenda Report*, addressing this issue.

The WCC Board also re-examined the convention zone boundaries and concluded that no change will be proposed to the WSC at this time.

Every year we are contacted by a multitude of members who tell us that they never see flyers for the world convention in their meetings. Last year we distributed approximately 75,000 copies of the registration flyer among the registered regions and areas, as well as the service offices. These flyers are usually sent to the address that we have for the respective service committee. We will be disbursing flyers for WCNA-20 in the coming months and would like to request that those trusted servants who receive them, duplicate them and pass them on to the groups. We will insure that each disbursement includes a black and white copy for easier duplication.

A reminder to those regions who are planning to submit a bid to host the 23rd World Convention in 1993. The selected zone is zone three, which includes the states of Minnesota, Nebraska, Michigan, Ohio, Illinois, Indiana, Iowa, North Dakota, Wisconsin, and South Dakota. **The deadline for the submission of bids is July 1, 1990.**

There will be more detailed information about the Portland and Australia conventions in future issues of the *Newsline* and the *Fellowship Report*. On behalf of the WCC Board, I would like to express our gratitude to the fellowship for allowing us to be of service.

1989/90 WSC AGENDA REPORT

The *Conference Agenda Report* will be available for sale beginning January 23, 1990. Each copy of the Agenda Report will cost \$5.00, plus shipping and handling charges of 8%, and sales tax of 6.75% if ordering in California. All copies must be mailed to the same address. Telephone orders will not be accepted.

Mail orders to: World Service Office  
P. O. Box 9999  
Van Nuys, CA 91409

Number of copies: ____ at \$5.00 each	\$ _____
Shipping/Handling (8% of total)	\$ _____
Sales tax 6.75% (if ordering in California)	\$ _____
<b>TOTAL ENCLOSED:</b>	<b>\$ _____</b>

MAIL TO:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_