



## WORLD SERVICE – BOARD OF TRUSTEES MEETING

December 15, 2019

Meeting was held by Skype and opened at 8:01 AM PT/11:01 AM ET/5:01 PM SAST with the Serenity Prayer.

The Twelve Concepts were read.

**Roll call:** 6 voting members present.

### Financials:

- Reports submitted:
  - US Bank – 8 December 2019,
  - Stripe Comparison,
  - QuickBooks October & November 2019,
  - Balance Sheet – October 31, 2019 vs October 31, 2018,
  - P&L – January – October 2019 vs January – October 2018
- Highlights:
  - Account balance: \$144,595.46
    - General Fund: \$125,345.46
    - Prudent Reserve: \$19,250.00
    - Credit Owed: \$8,077.49
  - Stripe Report: Net volume down is 11.6%, approximately \$27,890.
  - Literature Sales are down \$36,505.78.
  - Royalty income is up \$1,418.11 (no change since June).
  - Total contributions are down \$2,836.43.
    - US contributions are up \$1,758.21.
    - International contributions are up \$138.35.
    - Individual contributions are up \$939.87.
  - Total Expenses are up \$43,321.07.
  - Net Operating Income is down \$33,501.02.
  - Total Assets are down 4.99%.

### WSO Update & Needs:

- WSO received an application from a member to work part time answering phones. Executive Director will meet with this individual again in January to decide on a start date and work hours.
- Work continues on weekends printing SESH and the workbook in order to keep up with orders for cases.
- Ontario Region signed a royalty contract and the Printer Letter acknowledgement was received and posted in the WSOBOT Dropbox folder. Applications are pending from Sweden, Turkey, Iran, and Russia. Western Canada plans to purchase literature from Ontario.
- Nar-Anon Headquarters will have been at its current location for 5 years in April 2020. Lease renegotiations will probably begin in January 2020. Purchase of the property will be discussed. Staff at the bank where Nar-Anon has an account have knowledge regarding commercial property buying by non-profit organizations.



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**Approval of Minutes:** Motion to approve the October 27th meeting minutes was made and seconded.

Minutes of October 27, 2019 were approved.

Vote: 5 Yes, 0 No, 1 Abstain

**Secretarial Housekeeping:** Motion to approve poll posted since the August made and seconded.

Polls were approved by a vote: 6 yes

**Prudent Reserve:** The goal is to reach \$120,000 which represents 3 months operating expenses. Moving \$750 will bring the account to \$20,000.

Motion to move \$750 to the prudent reserve account was made and seconded.

Vote: 6 yes, 0 No, 0 Abstained

**Copyright Registrations:** 1 notification was received. We are expecting 1 certificate. Accounting problems took away time available for registrations. Now the problems are resolved we should get back on track.

**Other:** Human Resources and Convention WS Committees are using an old form for reports. Marie is on both committees and will notify them of the problem.

**Closing:** Motion to close the meeting made and seconded. The meeting closed with the Serenity Prayer at 11:48

**Additional:** After the close a motion to hold a roundtable in January to discuss literature was made and seconded.