

WORLD SERVICE – BOARD OF TRUSTEES MEETING

October 23, 2022

Meeting opened at 9:04 AM PT/12:04 PM ET/6:04 PM SAST with the Serenity Prayer.

Roll call:

7 voting members present, a quorum is established
(The BoT received resignation from Elena, Oct 9, 2022)
Cathy K, Present

Previous Minutes:

- August 28, 2022, as presented, motion to accept and seconded, 7 votes in favor, motion passes
- September 17, 2022, Special BoT Meeting as presented, motion to accept and seconded, 7 votes in favor, motion passes

New Business:

1. Confirmation of Polls. Tabled until the secretary is present
2. Financial Report, although effect of appeal is not yet apparent, the Board reviewed:
 - P&L, January 2022 through September 2022. Losses trending. Payroll issues discussed.
 - P&L by quarter, q-3 this year showed an increase of income. Important for us to realize we lost less in q-3 than q-2. This shows things are trending in the right direction. When we brought Phyllis back on and we must pay people a living wage and CA increased its minimum wage. CPA services have gone up.
 - Also reviewed the Operating Cash increase noted. This is most telling thing. Three weeks into appeal we have \$40,000 in operating cash. Hoping to see this increase continue. This is a good sign, in conjunction with cost saving measures are what happen bring us to a better financial footing.
 - Final Balance Sheet, we lost a lot of cash. 1 year ago, \$97k, we are currently down 57%. Credit card debt up 300%. We are hoping to get another inventory year-end.
(All reports available in Drop Box, Financial Reports, 2022 October)
3. October 2022 Appeal effect from WSO- Cathy K,
 - Although the appeal went out to all member-subscribers' emails 7,560 of those members: only 2,767 opened the email, and unfortunately only 214 opened the attachment.
 - COVID created a situation that we were not prepared for. In last two years nothing was coming in from virtual meetings.
 - Hope is that post-pandemic, meetings go back to in-person wherein members buy literature and donate at meetings.
 - The feeling is that meetings' GSR's are not accessing WSO website to update when groups go back to in-person.
 - Office is going state by state to get updates from meetings so that we can see when meetings go back. By end of Nov, we hope to be up to date
 - Since appeal we are getting more literature orders and donations. WSO has received \$21k in donations since appeal.
 - The staff at WSO are ever mindful of necessity for cost cutting measures.
 - Some staff still working a 4-day workweek, this is not a tenable living wage for some staff. Hoping that 2 employees can go back to 5-day work week at end of Nov.

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- Discussion with the Executive Director included the emailed “Thank You” that went out to fellowship on Oct 15, 2022, and the complaints received that some members did not receive the email. Discussion included fellowship email lists available for use. Marie to double check email distributions available to use. It went out to regions and delegates. Cost is involved when we use Mail Chimp. Idea discussed to re-send “Thank You” to 7,560 subscribers.
- Landlord will meet with the Executive Director soon. Her hope is that an increase in rent is not expected. Marie asked that Cathy discuss going month-to-month in case we need to change locations in April 2023, when we are not under a lease agreement. If Landlord says “no” to both, we will need to move office location as cost cutting measure. Office locations are being scouted.
- Question to Executive Director: Can we sort where donations are coming from, i.e., Regions, Areas, Groups, individuals? From checks PayPal? Response: those donations we cannot identify we classify as individual donation. We have 2 different data bases for tracking “Knack” and “Quick Books.” The treasurer there are some totals to pull out by state. Perhaps a summary could be ready for Roundtable. Education could be part of roundtable that groups aren’t just giving a gift there is a responsibility of groups. And getting meetings to update that they are virtual or hybrid or in-person. And getting more literature to newcomers on the spot during virtual meetings. We are not the only fellowship that has been affected by pandemic and needs to reorganize.
- We are going to need 2 meetings in Nov., one to discuss CAR and one to discuss RT planning.

New Business Continues Below Old Business:

Chair calls for a 10-minute break at 9:55

Roll call:

7 voting members present, a quorum is established

10: 05 Old Business:

1. Executive Director Annual Evaluation & Salary determination (Normally in October)
Tabled until next year.
2. Update on response to the Ad-hoc committees –
 - Screen Sharing ad hoc – a partial report will be in the CAT at WSC, but we have not sent response/communication to ad hoc chair. The BoT did not ask for this ad hoc the fellowship did.
 - Accessibility – Board members are working on a response to chair of ad hoc and to ask for pamphlet development. Discussion continued, regarding how to handle reporting to fellowship. Reporting to fellowship is handled by what we post in our minutes. For roundtable it may be helpful to report , and as part of our 2-way communication, into CAT. What about a newsletter item regarding ad hoc reports? Ad hoc left the financials re accessibility out of its research and may not be prudent to put into newsletter. Suggestion made to add to our World Report from BoT to WSC. Also, in case of future

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legal complaint/concern, documentation of BoT efforts exists to support ourselves in this event. Our goal is to get communication back to ad hoc fellowship. Motion made and seconded, Postpone decisions until December meeting, 7 votes in favor, motion passes

3. P&G Committee Review of Russia Outreach Posters

- **In reviewing the 6 posters errors/typos found by P&G Committee:**

- Posters, 1-4, QR codes are linked to another fellowship's website.

- Posters 1-6 have the word fellowship misspelled as "felowship" in mission statement.

- All posters use the NFG Mission Statement but do not indicate title or give attribution to the NFG Mission Statement.

- Posters do not include Mission in its entirety, the word "The" is missing.

Consensus is to follow the process for fellowship review and send the posters with P&G Committee findings back to Russia.

4. Restructure - Cost Cutting Items & State of Affairs Roundtable—meeting to develop Cost Cutting & Roundtable - State of Affairs and CAR discussion set for Saturday, November 12, 12pm Eastern / 9am Pacific Time. – discussion ensued that BoT will not comment on 2023 CAR motions. Exception, financials discussed. Agenda Item: We need to talk about the Prudent Reserve.

5. Second Meeting - set for Saturday, December 3rd, 12pm Eastern / 9am Pacific Time

6. Budget & Finance is meeting next Saturday, and the treasurer asked BoT to email any and all ideas for cost cutting measures to B&F email. Send any thoughts to B&F.

7. Amended by laws - Tabled until February 2023 Meeting

8. Magic of Sponsorship – Confusion exists as to whether this is approved and to be put up as Fellowship Review. When we did vote on a final version, but the newsletter chair said she never rec'd a final response, we need confirmation that she rec'd our vote on final version. BoT chair to follow up and let newsletter know.

New Business Continued:

4. Use of adding pronouns to name on virtual meetings – members were polled to see if they felt this is an outside issue yes or no, it was a split decision. After significant discussion, motion made and seconded that the BoT cannot give an opinion on personal issues, and is not relevant to BoT duties, 7 votes in favor, motion passes.

5. Trudi's email regarding 2 issues– Tabled until December Meeting

6. Letter from Russia's NSO – a letter will be developed by BoT's which will say to the effect: Thank You, we understand your concerns as mentioned in your letter and would like to invite the NBOT to attend our Fellowship Roundtable on December 10, 2022. 2 board members will compose the letter.

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7. Role of Board Members – discussion took place after regular business meeting- no recording no minutes.

Meeting adjourned with Serenity Prayer at 11:09 Pacific Time