

# Minutes

## CCR Regional Service Committee

Wednesday, May 5 from 6:00 PM to 7:00 PM PDT  
Web-based video conferencing tool

### Officers and Delegates in Attendance

Chair:	Michael F.	X	Secretary:	Scott N.	X
Vice Chair:	<i>position vacant</i>		Delegate:	Teri M.	X
Treasurer:	Les P.	X	Alternate Delegate:	J.T. W.	X

### Subcommittee Chairs in Attendance

Subcommittee	Chair Present		Subcommittee	Chair Present	
Outreach	Janet S.	X	Conventions / Events	<i>position vacant</i>	
Literature	Ruth K.	X	Technology Services	Robert P.	X
Narateen	<i>position vacant</i>				

### Agenda Summary

1. Call to Order, Prayer, Roll Call, Readings..... 1
2. Adoption of Minutes of Previous RSC Meeting..... 2
3. Adoption of the Agenda..... 2
4. Old Business ..... 3
5. Reports..... 3
6. New Business ..... 4
7. Administration ..... 3
8. Adjournment ..... 6

## 1. Call to Order, Prayer, Roll Call, Readings

6:00 to 6:05 PM

#### A) Meeting via Zoom (web-based video conferencing tool)

Meeting Link: <https://us02web.zoom.us/j/7459777458>

Dial-in Numbers: (669) 900-6833, (408) 638-0968

Meeting ID: 745 977 7458 #

Passcode: This meeting room has no passcode.

# Minutes

## CCR Regional Service Committee

Wednesday, May 5 from 6:00 PM to 7:00 PM PDT

Web-based video conferencing tool

- B) Open the meeting with the Serenity Prayer

**(6:02 PM) Meeting opened**

- C) Roll Call / Introductions – RSC officers, delegates, subcommittee chairs, and other attendees

- D) A quorum shall consist of 51% of the voting members. Voting members are the officers (chair, vice chair, secretary, and treasurer), Delegate, Alternate Delegate, ASRs, and subcommittee chairs.

**8 of 8 voting members present.**

**Quorum is 5 – quorum met.**

**Additional attendees: None**

- E) Reading of the *Twelve Traditions*

**Read by Teri**

- F) Reading of the *Twelve Concepts of Nar-Anon Service*

**Read by JT**

## 2. Adoption of Minutes of Previous RSC Meeting

6:05 to 6:10 PM **(6:09 PM)**

- A) Approval of the minutes of previous RSC meeting.

- i) April 7, 2021

**Motion to approve the RSC minutes of April 7, 2021 as presented.**

**First: Robert; Second: Teri; Yes: 8; No: 0; Abstentions: 0; Motion Passes**

## 3. Adoption of the Agenda

6:10 to 6:15 PM **(6:10 PM)**

- A) Call for new business

- B) Call for order of business

- C) Call for consensus on the agenda

**Call for consensus to approve the agenda as presented.**

**Yes: 8; No: 0; Abstentions: 0; agenda approved as presented.**

### 4. Old Business

- A) None

### 5. Reports

- A) Chair's Report – Michael F.

*6:15 to 6:20 PM (6:11 PM)*

**Michael – welcome back to Teri and JT! We are proud to have them represent the CCR.**

- B) Outreach – Janet S.

*6:20 to 6:25 PM (6:14 PM)*

**Janet – indicated May 25 is the next meeting. The subcommittee is still contacting therapists. 350 more were contacted in April. Janet will reach out to Monterey Bay Convention Committee about the January 2022 Convention. The committee is reaching out to at least a couple hundred therapists a month.**

**Michael – rehabs are reaching out to Michael to get a link on the CCR website. Michael declines on the basis of endorsement and affiliation. The committee agrees with this approach.**

- C) Treasurer's Report – Les P.

*6:25 to 6:30 PM (6:18 PM)*

*(See the attached report in the Treasurer's Report section of this packet.)*

**Les – reported \$462.77 in contributions were received in April. We have another contribution of \$94.50 since April. If we extrapolate donations to date to the end of the year, we are \$468.22 short of our \$4,000 fund raising goal for the year. This is without including proceeds from the Narathon.**

- D) Delegates' Report – Teri M. and J.T. W.

*6:30 to 6:45 PM (6:20 PM)*

- i) Report from the 2021 World Service Conference

*(See the attached report in the Delegate's Report section of this packet.)*

**The report binder (2021\_Delegates\_Report\_Binder.pdf) was put into chat and distributed to the RSC. The binder is included in the minutes document.**

**Teri – read out a portion of the report.**

**JT – read out a portion of the report.**

**The Delegates are open for questions. JT has a list of the disposition of the motions. "Growth through Service," the theme of the conference, was aptly titled.**

**All of the screen sharing motions are set to be included in the 2023 CAR. These will be considered "Old Business" at the 2023 conference. "Old Business" is addressed at the beginning of the conference.**

**The conference asked legal counsel to review screen sharing and if it violates the Nar-Anon copyrights.**

**The groups want electronic literature and screen sharing.**

**Michael – asked what the most frustrating part of the conference was?**

**Teri – said it was technical issues she had with her computer. She coordinated with JT to make sure the CCR's voice and vote were counted.**

**JT – was never frustrated. Being in front of a screen for that many hours and that many days took a bigger toll than being in in-person meetings. Also, not being able to see Teri. They were Skyping each other to communicate.**

**Michael – asked if this will be the report to the Assembly?**

**Teri and JT – will update the report before the assembly.**

E) Technology Services – Robert P.

*6:45 to 6:50 PM (6:37 PM)*

**Robert – TSS is humming along. There is nothing new to report.**

F) Literature – Ruth K.

*6:50 to 6:55 PM (6:38 PM)*

**Ruth – has very little to share. They did not meet in April. Sunday May 16<sup>th</sup> at 8:30 AM is the next meeting. They are doing a "clean-up" session. They are reviewing a couple of submissions before they send them off to the WS Literature Committee.**

G) Conventions / Events – *Vacant*

**Michael – said Janet is working on Monterey Bay Convention. If no one steps up, we will wait until the assembly to move forward with Narathon planning.**

## 6. New Business

*6:55 to 6:55 PM*

A) None

## 7. Administration

6:55 to 7:00 PM (6:40 PM)

### A) Summary of Take Back to Meeting items.

- i) **2021 World Service Conference Report (2021\_Delegates\_Report\_Binder.pdf)**
- ii) **Current Regional Service Committee Vacancies**
  - a) **Vice Chair**
  - b) **Conventions / Events Subcommittee Chair**
  - c) **Narateen Subcommittee Chair**
- iii) **CCR Literature Subcommittee**

Our next meeting is on Sunday, May 16 from 8:30 AM to 9:30 AM. The subcommittee meets via Skype. All Nar-Anon members are welcome to join us on Skype for the next meeting of the CCR Literature Subcommittee. Please email [ruthkellogg@aol.com](mailto:ruthkellogg@aol.com) before the meeting so that you can be added to the Skype call.
- iv) **CCR Outreach Subcommittee**

Next meeting on Tuesday, May 25 from 8:00 PM to 9:00 PM. The subcommittee meets via FreeConferenceCall. Please dial 1-515-604-9099 and enter Access code 416-570-783#. You may also use this link: <https://join.freeconferencecall.com/416-570-783>. You may also contact Janet S. at [Outreach@NarAnonCentralCA.org](mailto:Outreach@NarAnonCentralCA.org).
- v) **CCR Technology Service Subcommittee**

Next meeting is on Monday, May 17 from 6:00 PM to 7:00 PM. The subcommittee meets via Zoom. To participate, open <https://us02web.zoom.us/j/9622810477> or dial (669) 900-9128 and enter Meeting ID: 962 281 0477 #. If you have questions about this, please send an email to Robert P. at [RobertP27March@gmail.com](mailto:RobertP27March@gmail.com).
- vi) **Narathon Subcommittee Chair**
- vii) **Event Flyers**
  - Les left the meeting at 6:45 PM**
  - 7 of 8 voting members present.**
  - Quorum is 5 – quorum met.**

### B) **Next RSC Meeting – Wednesday, June 2, 2021, from 6:00 PM to 7:00 PM.**

### 8. Adjournment

*Adjourn at 7:00 PM (6:50 PM)*

**Motion to adjourn the meeting.**

**First: Robert; Second: JT; Yes: 7; No: 0; Abstentions: 0; Motion Passes**

A) Close the meeting with the Serenity Prayer

**Meeting closed at 6:52 PM**

# Delegate's Report

WSC Delegate Report Central California Region 2021  
May 5, 2021

Our adventure to the 1st virtual World Service Conference began at 6am Thursday, April 29th. In order to accommodate the international fellowship, Pacific Time started the earliest and Japan's time zone stayed up the latest, up to 4am. A few days we started earlier and extended our ending time to get all 52 motions, 40+ submitted amendments (not including the motions and amendments made on the floor) discussed. We had presentations from the WS Literature Committee and Finance & Budget. We participated in the elections of new members onto the Board of Trustees and a Delegate Representative. We welcome 4 new BOT members.

Hot topics:

Our next conference is to be held in 2023. When participants were asked, most were highly in favor of holding a virtual conference. However, it is not official as that motion will be on the next CAR. Stay tuned.

There were up to 33 voting members comprising 27 Delegates/Alt Delegates and 6 BOT Members. We, as well as other regions, traded the voice and vote for the CCR throughout the Conference. Technology allowed us to remain side by side so as the CCR representatives we were able to keep visual and audio contact throughout the conference to support each other.

International Delegates expressed the difficulties they are experiencing in obtaining printed CAL, e.g. shipping costs and delays in receiving orders, or never receiving ordered literature. Further input from International Delegates was the desire to access electronic versions of CAL that would give them the ability to utilize at their meetings without delay.

Most regions want screen sharing. To address the subject a motion was made and approved for legal counsel to clarify the copyright information in the GWS regarding screen sharing. We will be notified of the outcome.

**The benefits of a virtual conference:**

- Delegates and Alternate Delegates from 10 countries were able to participate.
- Canada, Brazil, Iran, Argentina, Colombia, Russia, South Africa, UK, Japan and the US. The US Delegate representation was 17 Regions. The remaining 9 countries' Delegate representation was 10 regions.
- Ballots were done through electronic voting. The conference also was able to utilize this process for items on the agenda to free up some precious time and to choose the theme of the 2023 WSC.
- Cost savings for all regions. It was reported that the funds donated from the difference between the equalized expenses amount stayed in the WSC account for funding during



the conference. When completed, the remaining funds will be transferred to the general World Service account.

- We gained a sensitive awareness of the challenges of non-English speaking participants. The use of language translation technology proved helpful for at least one Delegate. Non-English and English-speaking Delegates expressed interest and support for the use of such technology.
- Communication will be enhanced globally as the WSC offered a complete list of “official” Delegate’s emails.

**Disadvantages of a virtual conference:**

Many participants expressed how they truly missed the personal connections. Sharing a meal, getting acquainted through SESH and taking walks before conference.

The wheel had to be created for this first virtual conference. We are grateful to the WSCC for the willingness to have virtual platform. This conference would not have been the success it was without The Technology Team, the secretaries, the facilitator, and other behind the scenes personal. They did an outstanding job. The level of patience and compassion displayed by each of them was greatly appreciated.

We are deeply humbled by the privilege to serve in the capacity of Delegate and Alternate Delegate for the CCR. Thank you to all members of our region for your support and words of encouragement in the longest running World Service Conference cycle in history! We truly believe we could not have done this alone.

In loving service,

Teri & JT

A list of new CAL is provided following this report



## **GROWTH THROUGH SERVICE**

### **NAR-ANON WORLD SERVICE CONFERENCE 2021**

#### **CONFERENCE OPENS**

**Thursday – April 29, 2021** opened at: 6:02 PST/9:02 EST

- The conference opened with a moment of silence, followed by the Serenity Prayer.
- The 12 Steps, Traditions, and Concepts of Service were read
- Daily SESH Reading
- Announcements
- Welcome from Board Vice Chair
- Introduction of the Board of Trustees
- Welcome from Executive Director, World Service Office
- Introductions of Delegates and Alternates
- Roll Call 33 voting members: 22 votes =  $\frac{2}{3}$  vote, 17 votes = simple majority

#### **PROCEDURAL VOTING / INFORMATION SESSION**

**Motion** made to amend the Standing Rules of Order for WSC, Rule #1, to add at end: the use of combination of technology and simultaneous translation is authorized to allow members who do not speak English as their primary language to hear what is discussed during the WSC.

Motion made and seconded to accept Standing Rules of Order as amended.

#### **Standing Rules of Order as amended -- CARRIED by unanimous consent**

---

Recess at 7:31, reconvene at 7:46

---

- Roll Call 33 voting members: 22 votes =  $\frac{2}{3}$  vote, 17 votes = simple majority

**Motion** made and seconded to accept the WSC 2018 Minutes: Monday April 30, 2018 as submitted

#### **Motion -- CARRIED by unanimous consent**

- WS Literature Committee – Priority List Introduction

---

Recess at 8:30, reconvene at 8:35

---

Roll Call 33 voting members: 22 votes =  $\frac{2}{3}$  vote, 17 votes = simple majority

#### **INFORMATION SESSIONS / UNFINISHED BUSINESS - MOTIONS**

**Motion** made and seconded to accept the Agenda as submitted.

#### **Acceptance of Agenda -- CARRIED by unanimous consent**



**GROWTH THROUGH SERVICE**  
**NAR-ANON WORLD SERVICE CONFERENCE 2021**

**Motion 35:** In the Guide To World Services, Section WSC Standing Rules of Order, remove #12 and replace with:

12. These standing rules of the conference are applied in conjunction with the Twelve Traditions of Nar-Anon Family Groups, the Twelve Concepts of Nar-Anon Service, and Robert's Rules of Order.

**Motion 35 -- CARRIED 33/0/0**

**Motion 12:** To remove all quotes except Nar-Anon quotations in SESH book (see: Appendix to CAR Motion 12).

**Motion 12 -- FAILED 3/29/1**

**Motion** from the floor made and seconded to have Facilitator read only the motions and not the entire page

**Motion -- CARRIED 29/3/1**

**Motion 4:** In future Nar-Anon publications, don't include writings or quotes from external literature to Nar-Anon or from persons who aren't members of our fellowship.

**Motion 4 -- CARRIED 26/7/0**

**Motion 13:** To remove all quotes except Nar-Anon quotations in Progress Not Perfection Journal (see: Appendix to CAR Motion 13).

**Motion 13 -- FAILED 3/27/2** (adjusted quorum)

---

Recess at 9:54, reconvene at 10:33

---

- Roll Call 33 voting members: 22 votes =  $\frac{2}{3}$  vote, 17 votes = simple majority

**Motion** from the floor made and seconded to simple majority voting, only counting in favor or opposed votes, remaining will be considered abstention.

**Motion -- CARRIED by unanimous consent**

**Motion 44: Motion: World Service Narateen Safety Policy & Guidelines, Meeting Safety and Member Conduct, page 3**

**Remove second paragraph:**

"Narateen members may have been exposed to violence, drug abuse, weapons, verbal abuse, emotional disorders, and law enforcement issues. The facilitator's job is to help teens cope with their feelings regarding addiction using the tools of Narateen/Nar-Anon. Family members or guardians who leave a child at a Narateen meeting are entrusting facilitators with the safety of their child during the meeting. It is the responsibility of the facilitators to maintain order during the meeting according to the behavior



## **GROWTH THROUGH SERVICE**

### **NAR-ANON WORLD SERVICE CONFERENCE 2021**

requirements. Any disciplinary action to be taken by facilitators is explained in the requirements. An example of possible disciplinary actions would be a verbal warning for the first offense."

#### **Replace with:**

Narateen members may have been exposed to violence, drug abuse, weapons, verbal abuse, emotional disorders, and law enforcement issues. The facilitator's role is to help teens recover from the effects of addiction by using the tools of Narateen/Nar-Anon. Family members or legal guardians who leave a child at a Narateen meeting are entrusting facilitators with the safety of their child during the meeting. It is the responsibility of the facilitators to maintain order during the meeting in accordance with the group, area or region safety policy. It is up to a group, area, or region to determine policy for dealing with teen disruptive behavior.

#### **Remove first sentence of third paragraph:**

~~"Before and after the meeting, it is the family member's or legal guardian's responsibility to discipline their children and they should not be questioned by the facilitator.~~ If a member must be removed from a meeting due to disruptive behavior, a facilitator should stay with the child until released to their parent."

**Motion 44 as amended -- CARRIED 32/0/1**

**Motion** from the floor made and seconded to extend conference by one hour adjourning at 12:00 pm PST / 3:00 pm EST

**Motion -- CARRIED 28/4/1**

#### **Motion 45: Motion: Guide to Local Services (GLS), page 5.1 Bullet Point #4:**

**Remove:** "Establish subcommittees, such as Narateen facilitators, events, outreach, telephone answering services, and others as deemed necessary."

**Replace:** Establish subcommittees, such as Narateen, events, outreach, telephone answering services, and others as deemed necessary

**Motion 45 -- CARRIED 33/0/0**

#### **Motion 46: Motion: Guide to Local Services (GLS), Narateen Process Person, third paragraph page 7-3.**

~~Add after first sentence,~~ **Add as a 5th bullet point**

Provide a copy of the most recent area or region assembly approved Safety Policy & Guidelines to WSO annually in June.

**Motion 46 as amended -- CARRIED 32/0/1**

**Motion** from the floor made and seconded to adjourn for the day.

**Motion -- CARRIED 32/0/1**



**GROWTH THROUGH SERVICE**  
NAR-ANON WORLD SERVICE CONFERENCE 2021

**Motion** from the floor made and seconded to adjust start time on Friday, April 30, 2021, to 5:30 am PST / 8:30 EST

**Motion-- CARRIED 32/0/1**



**GROWTH THROUGH SERVICE**  
**NAR-ANON WORLD SERVICE CONFERENCE 2021**

**CONFERENCE RESUMES**

**Friday, April 30 opened at 5:32 am PST / 8:32 EST**

- The conference opened with a moment of silence, followed by the Serenity Prayer.
- The 12 Steps, Traditions, and Concepts of Service were read in Japanese
- SESH Reading for April 30, 2021 in Japanese
- Announcements
- Roll Call 33 voting members: 22 votes =  $\frac{2}{3}$  vote, 17 votes = simple majority

**Motion** to accept the minutes from April 29, 2021 minutes as submitted was made and seconded.

**Motion -- CARRIED by unanimous consent**

**Motion** made and seconded to vote using show of hands for  $\frac{2}{3}$  motions unless a division of assembly is called

**Motion -- CARRIED by unanimous consent**

**Motion** maker withdrew Motion 17

**Motion 14: Addition of the Nar-Anon "Higher Power, guide me on my journey to peace and serenity, help me to let go of self-will, and turn my life over to your care." prayer to ~~page one of~~ the Nar-Anon Family Groups Blue Booklet and Nar-Anon 36. after the Serenity Prayer. Also create a laminated reading card for this prayer and add to M-7138B Laminated Reading Cards B - Other Readings (8) and M-713C Laminated Reading Cards C-Complete Set (11).**

~~Suggested format:-~~

~~Higher Power, guide me on my journey to peace and serenity,  
help me to let go of self-will,  
and turn my life over to your care.~~

**Motion 14 -- CARRIED 32/0/1**

---

Recess at 7:02; reconvene at 7:21

---

- Roll Call 33 voting members: 22 votes =  $\frac{2}{3}$  vote, 17 votes = simple majority

**Facilitator - Point of Information:** reminded the conference "Point of Information" is used to request information **not** to state information



**GROWTH THROUGH SERVICE**  
**NAR-ANON WORLD SERVICE CONFERENCE 2021**

**Motion** made and seconded that amendments sent in, as strongly suggested by the Conference, will be handled before floor amendments.

**Motion -- CARRIED 30/2/1**

**Facilitator - Point of Information:** Motion maker gets first opportunity to speak on the motion which includes an amendment.

**Motion 18:** Add "Prayer for the Growth of Our Fellowship" to the Blue Booklet **on a new page after page 1**. Also create a laminated reading card **and table card** for this prayer. **Add to M-713B Laminated Reading Cards B – Other Readings (8) and M-713C Laminated Reading Cards C – Complete Set (11)**

**Motion 18 as amended -- CARRIED 28/1/4**

**Motion 19:** Add the CAL "Third Step Prayer" to the Blue Booklet **and the new daily reader**. Also create a laminated reading card for this prayer.

**Motion 19 as amended -- CARRIED 31/0/2**

---

Break at 8:27: reconvene at 8:57

---

- Roll Call 33 voting members: 22 votes =  $\frac{2}{3}$  vote, 17 votes = simple majority

**Motion 6:** In the Nar-Anon Blue Booklet, page 14, Helping, 3rd paragraph, remove the 4th sentence, "Love alone can create."

**Motion 6 -- CARRIED 29/3/1**

**Motion 7:** In the Blue Booklet, page 6, About Addition, 7<sup>th</sup> sentence,

**Revise:** "Even when they know what will happen when they take the first drink, pill or fix, they will do so."

**Replace with:** "Even when they know what will happen when they take the first drink, pill or fix, they **may are likely to** do so."

**Motion 7 as amended -- CARRIED 26/7/0**

---

Recess at 10:08: reconvene at 10:25

---

- Roll Call by show of hands - 33 voting members: 22 votes =  $\frac{2}{3}$  vote, 17 votes = simple majority



**GROWTH THROUGH SERVICE**  
**NAR-ANON WORLD SERVICE CONFERENCE 2021**

**Motion 15: Add the 12 Steps 12 Traditions and 12 Concepts as the last 2 pages of Nar-Anon 36**

**Motion 15 -- TO LAY ON THE TABLE 32/0/1**

**Motion 36: In the Nar-Anon Blue Booklet, page 5, Changing Ourselves, 2<sup>nd</sup> paragraph,**

When we discover Nar-Anon, we find others with the same feelings and problems. We learn we ~~cannot control the addicts or change him~~ **can neither control addicts nor change them**. We have become so addicted to the addict that it is difficult to shift the focus back to ourselves. We find we must let go and turn to faith in a Higher Power. By working the steps, following the traditions, and using the tools of the program, we begin, with the love and help of our Higher Power and others, to change ourselves.

**Motion 36 as amended -- CARRIED 31/1/1**

**Motion** to extend conference to address Motion 50.

**Motion -- CARRIED 28/0/5**

**Motion 50: Blue Book, page 12**

**Remove the sentence below.**

"The very essence of Nar-Anon is that the whole program is merely suggested."

**Replace with:**

With the guidance of the Twelve Traditions and Twelve Concepts of Service, the very essence of Nar-Anon is ~~that the whole program as it relates to~~ your personal recovery ~~program~~ is merely suggested.

**Motion 50 as amended -- CARRIED 32/0/1**

**Adjourn at 11:31 with Serenity Prayer**





**GROWTH THROUGH SERVICE**  
**NAR-ANON WORLD SERVICE CONFERENCE 2021**

**CONFERENCE RESUMES**

**Saturday, May 1 opened at 6:03 am PST / 9:03 am EST**

- The conference opened with a moment of silence, followed by the Serenity Prayer
- The 12 Steps, Traditions, and Concepts of Service were read in Farsi
- SESH Reading for May 1, 2021 in Farsi
- Announcements
- Roll Call 33 voting members: 22 votes =  $\frac{2}{3}$  vote, 17 votes = simple majority

**Motion** was made and seconded to to accept the minutes from April 30, 2021 minutes as corrected. Correction to Friday 4/30, Motion 50 - add the word CARRIED

**Motion as corrected -- CARRIED by unanimous consent**

**UNFINISHED BUSINESS – MOTIONS**

**Motion** made and seconded to Take from the Table - Motion 15

**Motion -- CARRIED unanimous consent**

**Motion 15: Add the 12 Traditions and 12 Concepts as the last 2 pages of Nar-Anon 36**

**Motion 15 -- FAILED 10/22/1**

**Motion 1: In the Guide to Local Services, page 2-1, section How to Start a Nar-Anon Meeting, subsection Registration of Groups, insert the text below at the end of paragraph 2:**

**If there are established Nar-Anon Family Group meetings in your community, you are encouraged to reach out to those groups for support and information.**

**Motion 1 -- CARRIED 28/2/3**

**Motion 5: The action requested is to approve a new annual daily reflections book written by Colombian Nar-Anon members. This book will also be sent to the World Service Literature Committee.**

**Ruled Out of Order by the Facilitator**

(There is a process for Literature submission in the Guide World Service)

**Motion 37: To approve PD-136 Seventh Tradition pamphlet**

**Motion 37 -- CARRIED 33/0/0**

---

Recess at 7:02: reconvene at 7:18

---



**GROWTH THROUGH SERVICE**  
**NAR-ANON WORLD SERVICE CONFERENCE 2021**

- Roll Call by show of hands - 33 voting members: 22 votes =  $\frac{2}{3}$  vote, 17 votes = simple majority

**Motion** was made and seconded to extend the day today by one hour to end at 12 pm PST/3 EST

**Motion -- CARRIED 31/1/1**

**Motion** was made and seconded to extend May 2nd the day by 30 minutes to begin the day at 5:30 am PST / 8:30 EST

**Motion -- CARRIED 30/0/3**

**Motion 39: To approve BD-218 Grandparent's Stories – The Family Disease Across Generations** strike out the phrase "For me, letting go is not to regret the past but to grow and live for the future." of the last paragraph of story #3 Feeding Faith or Feeding Fear.

**Motion 39 as amended -- CARRIED 32/0/1**

**Motion 40: To approve BD-219 *Our Traditions Principles for Groups and Beyond.***

**Motion 40 -- CARRIED 33/0/0**

**Motion 41: To approve BD-220 *Narateen Twelve Step Workbook* for use in meetings. This workbook will NOT fall under the moratorium for recovery literature until after the first conference approved revision to allow for additional original writings to be added at a future conference.**

**Motion 41 -- CARRIED 32/0/1**

**Motion 42: To approve PD-135 *We've Been There***

**Motion 42 -- CARRIED 33/0/0**

**Motion 9: Guide to World Service – Qualification of a Trustee – Page 29**

**In addition to the qualifications outlined in the bylaws, other desirable qualifications to be considered are as follows:**

- Six years of Nar-Anon service, which must include serving as one of the following: area/regional officer, delegate or alternate delegate or any combination thereof
- Clear understanding of Nar-Anon's Twelve Steps, Twelve Traditions, and Twelve Concepts of Service
- Familiarity with Nar-Anon's service structure
- Familiarity with Nar-Anon's bylaws, policies, and guidelines
- History of both completing work independently and working well within a group
- Organizational and communication skills



**GROWTH THROUGH SERVICE**  
**NAR-ANON WORLD SERVICE CONFERENCE 2021**

- Management or financial knowledge
- Ability to prepare and present motions (proposals), plans, and management policies and procedures for Nar-Anon's growth
- Willingness to initiate and facilitate new projects
- Ability to spend sufficient time attending meetings and serving on a world service committee
- Ability to accept criticism and flexibility to acknowledge other ideas

**REPLACE**

Bullet #2 Change "Clear understanding" to "Have participated in Step, Tradition, Concept studies."

~~Bullet #10 Change "Ability to spend sufficient time attending" to "Ability to spend 5 (example) hours/week."~~

Bullet #11 Replace entire bullet with "Ability to discuss and ~~accept~~ consider opposing viewpoints."

**Motion 9 as amended -- CARRIED 31/2/0**

**Delegate** left conference resulting in a quorum of 32 -22 votes =  $\frac{2}{3}$  vote, 17 votes = simple majority

**Motion 24: In the Guide to Local Services, Page 4-1, Group Structure –**

**Delete** the last 2 bullets under Duties of Group Officers, Chair/Leader - "Helps establish committees, if these are necessary" and "Can act as chair of the steering committee, when there is one"

**Motion 24 -- FAILED 13/19/0**

---

Break at 8:15; reconvene at 8:45

---

**Motion** made and seconded to extend break for 5 minutes - reconvene at 8:50

**Motion -- CARRIED 22/0/0**

- Roll Call 32 voting members: 32 votes =  $\frac{2}{3}$  vote, 17 votes = simple majority

**Motion 34: In the Guide to Local Services, page 6-3, RSC Meetings**

**Remove paragraph:** "The voting members are the officers (chair, vice chair, secretary, and treasurer); ASRs; delegate and alternate delegate; subcommittee chairs; and others as the region may deem appropriate."

**Replace with:** The voting members are ASRs, delegate and alternate delegate and others as the region may deem appropriate.

**Motion 34 -- FAILED 0/28/4**



**GROWTH THROUGH SERVICE**  
**NAR-ANON WORLD SERVICE CONFERENCE 2021**

**Motion 43: To restructure the first sentence, paragraph eight, of the Detachment pamphlet P-107 as follows:**

**Remove:** "When we disengage our emotions from the problems and addict we love and care about, that's detachment."

**Replace with:** "When we disengage emotionally from our loved ones' problems that is detachment."

**Motion 43 -- CARRIED 24/5/3**

**Motion 47: Motion: Guide to World Services (GWS), Nar-Anon Copyright Release Form, Parental Consent signature:**

**Insert** "Family Member/Legal Guardian" after Parental and before Consent

So it now reads:

(Parental/Family Member/Legal Guardian Consent if author is a minor ~~under age of 18~~)

**Motion 47 as amended -- CARRIED 30/0/2**

---

Recess at 9:42; reconvene at 10:00

---

- Roll Call by show of hands - 32 voting members: 22 votes =  $\frac{2}{3}$  vote, 17 votes = simple majority

**Motion** made and seconded to change agenda to switch Motion 53 and Motion 51

**Motion -- CARRIED 25 in favor**

**Motion 53: In the Guide to World Services, page 34, World Service Committees, add World Service Translations Resource Committee Description:**

**World Service Translations Resource Committee**

Duties and responsibilities: The purpose of the WS Translations Resource Committee is providing assistance for translation of conference approved literature. The committee does not translate literature this is done by Local Translations Committees. The responsibility of this committee is to ensure translations maintain the spirit of the Nar-Anon message, as well as, making sure the Twelve Steps, Twelve Traditions and Twelve Concepts of Service are upheld in translations. The committee will have a database of each countries translated Nar-Anon literature. Also, they will compile a list of English words or phrases that do not have a direct translation in each language, listing the translated words or phrases.

Qualifications for membership:



**GROWTH THROUGH SERVICE**  
**NAR-ANON WORLD SERVICE CONFERENCE 2021**

In addition to the general requirements for serving on a world service committee, members speak English and one or more other languages; familiar with the steps, traditions, and concepts; have experience reviewing and editing literature with regard to grammar, spelling, punctuation, and writing; and be capable of using a word processing program.

**Motion 53 -- CARRIED 31/0/1**

Delegate stated that Motion 51 is out of order. Facilitator determined Motion was not out of order.

Facilitator decision was appealed

Facilitator called a simple majority vote in favor

**Decision of Facilitator is Sustained -- CARRIED 23/5/4**

**Motion 51: In the Guide to World Services, remove page 26, section "Translation of Nar-Anon Literature" and replace with:**

**Translations of Nar-Anon Literature**

Countries outside of the United States contacts WSO to request approval to translate Nar-Anon Conference Approved Literature (CAL). WSO will send a translation contract letter containing all contracts to translate, print and distribute translated CAL. Signing of the contracts acknowledges Nar-Anon literature is the intellectual property of NFGH Inc. and they agree to comply with each of the terms and conditions in the contract.

Translations of Nar-Anon literature should conform to the spirit and meaning of the original English versions All translated literature must include a statement that reads, "Approved translation and reprint of Nar-Anon conference approved literature." This indicates the translation itself has not been approved by the WSC, but that it is a translation of Nar-Anon conference approved literature.

The NSO/region will form a local translation committee of Nar-Anon members skilled in the local language and at least one member who is also skilled in English. The committee members should be familiar with the steps, traditions, and concepts. The NSO/region should contact the World Service Translation Resource Committee for guidance and any questions about translations and the translation process.

A list of the CAL literature for translation is presented to the National Service Conference and approved prior to signing the translation contract. In countries without an NSO, their regional assembly votes on approval.

**Motion 51 -- CARRIED 25/4/3**



**GROWTH THROUGH SERVICE**  
**NAR-ANON WORLD SERVICE CONFERENCE 2021**

**Motion 52: In the Guide to World Services, page 32, remove: National Service Office (NSO).**

**Replace with:**

NATIONAL SERVICE OFFICE (NSO)

A national service office (NSO) is the Nar-Anon national administrative headquarters of a country, excluding the USA, preferably located in a central area within the country it serves. An NSO is established when the fellowship in any country has multiple organized regions and has resources to do so. It is established under the laws and regulations of the country. The NSO is comprised of employees and volunteer Nar-Anon members. Although an NSO's functions are similar to WSO's, it is not an international branch of WSO.

The primary function of the NSO is to unify its members and groups into a national fellowship, which is part of our worldwide fellowship. It maintains communication with members, groups, areas, and regions by telephone, email, website, and newsletter. The NSO gives support and guidance to new and existing groups, areas, and regions.

The NSO maintains a database of its registered groups, areas, and regions, including names, addresses, and telephone numbers of GSRs and group officers, ASC officers, RSC officers, and regional delegates. Records of all activities and the archives of the country's Nar-Anon history are kept by the NSO.

An important function of the NSO is to serve as a clearinghouse for Nar-Anon conference approved literature (CAL) by translating, printing, and distributing **both paper and electronic versions** of CAL to **its worldwide** members **who speak the primary language of the NSO**. **The NSO operates** with permission and under contractual agreement with NFGH, Inc. Any proposed or newly developed literature by a member, or a country's literature committee **will follow, follows** the approval processes outlined in the Guide To World Services for recovery or service/outreach literature and materials to become conference approved literature (CAL) at a World Service Conference (WSC). **References to the National Service Office also apply to those regions who have translation (publishing) sales agreements with WSO.**

Another function of an NSO is public relations and outreach. It does this by providing information to hospitals, institutions, and government agencies based on our traditions and in the spirit of cooperation not affiliation.

All NSO activities are overseen by the national board of trustees (NBOT). The NSO reports its activities quarterly to the NBOT and annually to the National Service Conference (NSC). However, it cannot mandate or govern the Nar-Anon Fellowship, which it serves.



**GROWTH THROUGH SERVICE**  
**NAR-ANON WORLD SERVICE CONFERENCE 2021**

The NSO reports its activities twice a year (June & December) to the World Service Board of Trustees (BOT). To keep abreast of worldwide fellowship affairs, two-way communication is maintained with the BOT and WSO.

**National Service Board of Trustees Guidelines (NBOT)**

Nar-Anon's National Service Board of Trustees is responsible for the National Service Office (NSO) the non-profit corporation of their country. In accordance with Nar-Anon's Twelve Traditions and Twelve Concepts of Service, it provides support for the administration of the NSO and has legal and financial authority and responsibility for managing Nar-Anon affairs in their country.

**National Executive Committee**

The National Executive Committee is composed of the chair, vice chair, secretary, treasurer of the NBOT. In addition, the board may, by a majority vote, designate other members of the board to serve on this committee.

The purpose of the National Executive Committee is to oversee the day-to-day business and affairs of the corporation. The Executive Committee makes recommendations to the NBOT regarding major expenditures, proposals of new staff, and compensation for employees of NSO. The NBOT must approve these recommendations before any action is taken. The committee meets between NBOT meetings to discuss affairs directly related to the smooth operations of NSO. Minutes of these meetings are timely submitted to the NBOT, which oversees this committee.

**National Service Committees**

National service committees are directly responsible to the NBOT, as described in the Bylaws. The **world national** service committees and the NBOT are responsible to the fellowship as directed by the National Service Conference.

These Nation Service Committees may include, but are not limited to, Outreach, Literature, Narateen, Conventions, and Events, etc. Each NSC is composed of a chair, vice chair and secretary.

**Motion 52 -- TO LAY ON THE TABLE CARRIED 26/4/2**

**Motion 3: In the Guide to Local Services, section Regional Structure, subsection RSC Officers, Treasurer after the sentence, page 6-2:**



**GROWTH THROUGH SERVICE**  
**NAR-ANON WORLD SERVICE CONFERENCE 2021**

**Add** "Alternate Treasurer." The Alternate Treasurer should be willing to become treasurer at the end of the current treasurer's term. The recommended experience for this position is two (2) years continuous service in Nar-Anon.

Duties:

- In the treasurer's absence, perform the duties of treasurer previously listed.
- In the event treasurer is unable to fulfill the duties of their position, assume the treasurer's duties until an election assembly can be held.
- Attend over all RSC meetings and assemblies.

**Motion 3 -- FAILED 21/9/2**

**Motion 8: Guide to Local Services – Regional Structure – Page 6.1, paragraph 2.**

The RSC's purpose is to plan for the general improvement of groups and areas by holding regular business meetings, and to conduct assemblies. Members of the RSC perform the duties described in these guidelines and follow any parliamentary procedures (Robert's Rules of Order) adopted at the assembly. Its members strive to work for the common good of Nar-Anon as a whole, guided by the conscience of their groups. All members and officers should be bound by Nar-Anon's Twelve Traditions and Twelve Concepts of Service.

**Add to the end of paragraph:** Officers **and all members** should be current continuous participating members in a Nar-Anon home group.

**Motion 8 as amended -- FAILED 12/17/3**

**Motion 11: In GLS, page 3-2, section Sample Format for Nar-Anon Meetings, after reading part, to add the following sentence at the beginning of fifth part: "Narateen is an integral part of the Nar-Anon fellowship for teens affected by someone else's addiction and are coping with the addiction problem of a family member or friend."**

**Motion 11 -- TO LAY ON THE TABLE CARRIED 25/4/3**

**Motion 23: In the Guide to Local Services, Page 3-4, Meeting Ideas - add two new subsections:**

**"Suggested recovery meeting durations:** Nar-Anon meetings suggested time - 60 to 90 minutes and Beginner meetings suggested time of 30 to 45 minutes - before or after Nar-Anon meeting."

**"Business Meeting:** Nar-Anon business meeting suggested time as per group conscience before or after the recovery meeting."





**GROWTH THROUGH SERVICE**  
**NAR-ANON WORLD SERVICE CONFERENCE 2021**

**"Panel Meeting:** where two or three members are asked to share their experience on questions submitted by group members. See form in back of book."

**Personal Stories:**

Delete first sentence: "Two or three members are asked before the meeting to tell how Nar-Anon has helped them find a new way of life."

Replace with: "Two or three members are asked before the recovery meeting to tell how Nar-Anon has helped them find a new way of life."

**Motion 23 -- FAILED 12/17/3**

**Motion 26: In the Guide to Local Services, Page 3-2, Sample Format for Nar-Anon Meetings**

**Remove:** "Leader/Chair - Once the meeting has opened, we only read from conference approved literature which can be found on the literature order form from WSO."

**Replace with:** "Leader/Chair /Literature person (where applicable) - Once the meeting has opened, we only read from conference approved literature which can be found on the literature order form from WSO."

**Remove:** "Leader/Chair - Our Seventh Tradition says that every group ought to be fully self-supporting. We pass the basket around for contributions to be used for purchasing literature from WSO (World Service Office), to pay rent, and to make donations to service areas beyond the group level."

**Replace with:** "Leader/Chair/Group Treasurer (where applicable) - Our Seventh Tradition says that every group ought to be fully self-supporting. We pass the basket around for contributions to be used for purchasing literature from WSO (World Service Office), to pay rent, and to make donations to service areas beyond the group level."

**Motion 26 -- FAILED 5/27/0**

**Motion** made and seconded to reconsider Motion 3

**Motion CARRIED -- 18 in favor**

**Motion 3: In the Guide to Local Services, section Regional Structure, subsection RSC Officers, Treasurer after the sentence, page 6-2:**

**Add** "Alternate Treasurer." The Alternate Treasurer should be willing to become treasurer at the end of the current treasurer's term. The recommended experience for this position is two (2) years continuous service in Nar-Anon.

Duties:



**GROWTH THROUGH SERVICE**  
**NAR-ANON WORLD SERVICE CONFERENCE 2021**

- In the treasurer's absence, perform the duties of treasurer previously listed.
- In the event treasurer is unable to fulfill the duties of their position, assume the treasurer's duties until an election assembly can be held.
- Attend over all RSC meetings and assemblies.

**Motion 3 -- CARRIED 22/10/0**

**Motion** to adjust the schedule on Sunday, May 2, 2021 that the first order of business following the acceptance of the minutes, be the introduction of the WS HR Committee & WS Literature Committee Presentation.

**Motion -- PASSED 26 in favor**

**Adjourn** at 12:13 with Serenity Prayer



**GROWTH THROUGH SERVICES**  
**NAR-ANON WORLD SERVICE CONFERENCE 2021**

## **CONFERENCE RESUMES**

### **Sunday, May 2 opened at 5:30 am PST / 8:30 EST**

- The conference opened with a moment of silence, followed by the Serenity Prayer.
- The 12 Steps, Traditions, and Concepts of Service were read in Spanish
- SESH Reading for May 2, 2021 in Spanish
- Announcements
- Roll Call 33 voting members: 22 votes =  $\frac{2}{3}$  vote, 17 votes = simple majority

**Motion** made and seconded to accept the minutes from May 1, 2021 with the following corrections: Remove incorrect motion number from floor motion & Motion 42 on page 2 and add word Carried to Lay on the Table of Motions 52 & 11.

**Minutes as corrected -- CARRIED by unanimous consent**

### **INFORMATION SESSION, UNFINISHED BUSINESS – MOTIONS**

- WS Human Resource Committee - Introduction to Voting Procedures
- WS Literature Committee Presentation
  - o Priority List poll results presented
  - o Literature Committee information presented including discussion about plagiarism

**Motion** made and seconded to Take off the Table - Motion 11:

**Motion -- CARRIED by unanimous consent**

**Motion** made and seconded to postpone scheduled recess to complete Motion 11

**Motion -- CARRIED by unanimous consent**

**Motion 11: In GLS, page 3-2, section Sample Format for Nar-Anon Meetings, after reading part, to add the following sentence at the beginning of fifth part:**

**"Narateen is an ~~integral~~ part-of the Nar-Anon fellowship for teens affected by someone else`s addiction ~~and are in recovery from coping with the addiction problem of a family member or friend.~~"**

**Motion 11 as amended -- CARRIED 16/13/2**

(roll call show of hands indicated 31 voting members present)

---

Recess at 7:15; reconvene at 7:30

---

**Roll Call** by show of hands - 33 voting members: 22 votes =  $\frac{2}{3}$  vote, 17 votes = simple majority

**Point of Information** - Facilitator clarified Rule 11 of the Standing Rules of Order that were adopted on May 29, 2021.



**GROWTH THROUGH SERVICES**  
**NAR-ANON WORLD SERVICE CONFERENCE 2021**

**Motion 27: In the Guide to Local Services, (Sample Format for Nar-Anon Meetings)  
Page 3-3:**

**Remove:** "Leader/Chair – Present the topic and share. Use only conference approved Nar-Anon literature and limit sharing to between 3 to 5 minutes per person. The last 15 minutes of the meeting can be reserved for newcomers to share."

**Replace with:** "Leader/Chair – Present the topic, sharer or introduce the speakers. Use only conference approved Nar-Anon literature and limit sharing to between 2 to 3 minutes per person. The last 15 minutes of the meeting can be reserved for newcomers to share."

**Motion 27 -- FAILED 2/31/0**

**Motion 28: In the Guide to Local Services, Pages 3-5, 3-6, 3-7, and 3-8** (Suggested Format for Beginner Meetings, General Suggestions for a Six-Week Series of Beginner Meetings, and Sample Format for Beginner Meetings) to place after Page 3-1 (Suggested Programs For Nar-Anon Family Group Meetings).

**Motion 28 -- FAILED 9/23/1**

**Motion 16: Change page 24 of the GWS "After recovery literature has been reviewed and edited, it is forwarded to the BOT for approval before it is sent to the fellowship for a preliminary review."**

**To:** "After recovery literature has been reviewed and edited, it is forwarded to the BOT. Once the BOT has reviewed it, it is sent to the fellowship for a preliminary review."

**Insert** the BOT into the Recovery Literature Approval Process chart on page 24 of the GWS in its proper position.

**Motion 16 -- CARRIED 31/0/2**

**Motion 32: In the Guide to Local Services, Page 10-2, Publications by Members, Groups, Areas or Region:**

**Remove Paragraph:** Traditions are violated when members, groups, areas, or regions print, distribute, or publish their own literature. The only exceptions are noted under Outreach Literature or as clarified in *The NFGs' Guide to World Services* covering the National Service Office (NSO). It is a violation of traditions to print, distribute, or promote the sale of any literature other than CAL.

**Replace with:** Traditions are violated when members, groups, areas, or regions print, distribute, or publish their own literature that does not have World Service conference



**GROWTH THROUGH SERVICES**  
**NAR-ANON WORLD SERVICE CONFERENCE 2021**

approval. It is a violation of traditions to print, distribute, or promote the sale of any literature other than CAL.

**Motion 32 -- FAILED 1/32/0**

---

Recess at 8:15; reconvene at 8:50

---

**Roll Call** by show of hands - 33 voting members: 22 votes =  $\frac{2}{3}$  vote, 17 votes = simple majority

**Motion 38: To add language to Nar-Anon Recovery Literature and Service Materials, page 23 of Guide to World Services, Recovery Literature, 2<sup>nd</sup> paragraph as follows:**

Requests for or submissions of recovery literature, come from the fellowship (members, groups, areas, regions, NSOs, world service committees, and the board of trustees). It is preferred literature be submitted in English. These requests and submissions must be sent to the World Service Literature Committee, who in turn will compile/summarize, **and will report to issuers of new literature on the writing received requests which are in accordance with Nar-Anon principles and do not contain plagiarized language and/or materials**, and then submit them biennially for presentation to the WSC for consideration and prioritization. After the WSC determines the priorities, the request or submission is sent to the World Service Literature Committee for further development, which includes being, reviewed, expanded on, and edited before going through the approval process for recovery literature (see below). Submissions received by the committee, not on the Priority List, can be reviewed, expanded, and/or edited if material is not available for Priority List items.

**Motion 38 -- CARRIED as amended 32/1/0**

**Motion 20: In the Guide to Local Services, Page 1-2, Nar-Anon Local Service Structure- add wording - "if there is no active committee in the region" after the words "Area Committee Chair." See: Appendix to CAR Motion 20.**

**Motion 20 -- FAILED 6/24/1**

(2 delegates stepped away-quorum 31)

**Motion 21: In the Guide to Local Services, Page 5-1, Area Structure - 1<sup>st</sup> paragraph, 1<sup>st</sup> sentence - add wording "where applicable" after "divided. "**

So it now reads: **"Areas are convenient segments into which a region may be divided, where applicable."**

**Motion 21 -- FAILED 10/22/1**

(2 delegates returned-quorum 33)



**GROWTH THROUGH SERVICES**  
**NAR-ANON WORLD SERVICE CONFERENCE 2021**

**Motion 25: In the Guide to Local Services, Page 4-2, Change 2<sup>nd</sup> sentence**

**Remove:** "GSRs are elected by their groups for a three-year term."

**Replace with:** "GSRs are elected by their groups for a **term of** a minimum of one year up to a maximum of three years."

**Motion 25 as amended -- CARRIED 27/3/3**

---

Recess at 10:07; reconvene at 10:22

---

**Roll Call** by show of hands - 33 voting members: 22 votes =  $\frac{2}{3}$  vote, 17 votes = simple majority

**Motion 29: In the Guide to Local Services, Page 3-9, Taped Meetings:**

**Remove:** section Taped Meetings

**Replace with:** Recorded Meetings

Nar-Anon meetings may be recorded by members, but the person doing the recording must have the group's permission by group conscience.

Nar-Anon closed meetings may be recorded for use by professionals in the field of drug abuse with the following suggestions:

- All members are aware of and approve the recording by group conscience.
- Anonymity is carefully preserved.
- The participants are knowledgeable about our traditions, demonstrate how the Nar-Anon philosophy has affected their own attitudes and actions, and avoid dwelling on the addict's story.

Note - Nar-Anon Family Group Headquarters, Inc. [NFGH, Inc.] has no responsibility in the matter of recording enthusiasts who realize a profit from the sale of recorded talks by Nar-Anon members.

**Motion 29 -- CARRIED 30/3/0**

**Motion** made and seconded to add the election process into the agenda as needed on Monday, May 3

**Motion -- CARRIED by unanimous consent**

**Motion** made and seconded to share email addresses of Delegates and Alternate Delegates.

**Motion -- CARRIED by unanimous consent**

**Adjourn** at 11:13 with Serenity Prayer

#### Literature approved at 2021 WSC

- All of the materials in the Conference Agenda Track (CAT):
- 14 Outreach Posters
- New to Nar-Anon and Thinking About Attending a Meeting pamphlet
- So You Have Been Asked to Speak pamphlet

#### Recovery Literature:

Seventh Tradition pamphlet

Grandparent's stories booklet

Narateen Steps 1 -12,

A new reading - We've Been There

Traditions - Principles for Groups and Beyond booklet

All approved literature can be found on Fellowship Review page.

2021 Recovery Literature Priority List
Traditions 1-12 for Nar-Anon 36
Fourth Step workbook
Relationships in Recovery
Narateen - 31 Days
Concepts 1-12 for Nar-Anon 36
Addiction in marriage
Concepts booklet
Parents of Addicted Minors
What Now? (When active addiction ends)
A New Daily Reader (using miscellaneous writings we receive)
Adult Children of Addicts
Just for Today bookmark
Narateen Do's & Don'ts Bookmark
A replacement for <i>A Guide for the Family of the Addict and Drug Abuser</i>
A replacement for <i>Living with Sobriety</i>
A replacement for <i>As We Understood</i>

# Nar-Anon Family Group Headquarters

## Balance Sheet

As of December 31, 2020

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1001 Checking - Gen Account	64,066.78
1050 Prudent Reserve Account	20,000.00
3265 WSC Account	38,632.46
<b>Total Bank Accounts</b>	<b>\$122,699.24</b>
Accounts Receivable	
1012 Accts Rec- Paypal	0.00
1013 Convention Income	0.00
<b>Total Accounts Receivable</b>	<b>\$0.00</b>
Other Current Assets	
1004 Prepaid Expenses	8,494.13
1007 Advances	0.00
1009 Deposit-Rent	10,442.27
1010 Inventory	21,227.00
1020 WS Conference Deposits	0.00
1030 Stripe Deposits	0.00
1499 Undeposited Funds	0.00
Uncategorized Asset	0.00
<b>Total Other Current Assets</b>	<b>\$40,163.40</b>
<b>Total Current Assets</b>	<b>\$162,862.64</b>
Fixed Assets	
1014 Office Furniture & Equipment	
1016 Furniture and Equipment	11,237.25
1018 Less-Accumulated Depreciation	-10,824.25
<b>Total 1014 Office Furniture &amp; Equipment</b>	<b>413.00</b>
1100 Leasehold Improvements	0.00
1110 Less Accum. Depreciation	0.00
<b>Total 1100 Leasehold Improvements</b>	<b>0.00</b>
<b>Total Fixed Assets</b>	<b>\$413.00</b>
<b>TOTAL ASSETS</b>	<b>\$163,275.64</b>



# Nar-Anon Family Group Headquarters

## Balance Sheet

As of December 31, 2020

	TOTAL
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	0.00
<b>Total Accounts Payable</b>	<b>\$0.00</b>
Credit Cards	
2020 Bus Credit Card - 4844	1,079.42
2030 Business Credit Card - 8209	3,191.11
<b>Total Credit Cards</b>	<b>\$4,270.53</b>
Other Current Liabilities	
2010 Health Insurance Payable	0.00
2040 Accrued Payroll	0.00
2100 P/R Liability	0.00
2105 P/R Tax EE	0.00
<b>Total 2100 P/R Liability</b>	<b>0.00</b>
2200 World Convention	0.00
2400 Sales Tax Payable	0.00
2401 CA Dept of Tax & Fee Admin Payable	0.00
2402 CDTFA Statewide	500.23
2460 Loan Payable - Exec Director	0.00
2500 Liabilities	0.00
2510 Conference Deposits	45,150.00
do not use	0.00
<b>Total Other Current Liabilities</b>	<b>\$45,650.23</b>
<b>Total Current Liabilities</b>	<b>\$49,920.76</b>
<b>Total Liabilities</b>	<b>\$49,920.76</b>
Equity	
3900 Retained Earnings	174,648.74
3910 Retained Earnings-Change	0.00
Net Income	-61,293.86
<b>Total Equity</b>	<b>\$113,354.88</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$163,275.64</b>

# Nar-Anon Family Group Headquarters

## Profit and Loss

January - December 2020

	TOTAL
Income	
3100 Literature Sales	
3101 California	17,124.18
3102 Other States/Countries	128,417.02
<b>Total 3100 Literature Sales</b>	<b>145,541.20</b>
3200 Shipping & Handling	40,600.86
3270 EBooks	5,994.99
3300 Subscriptions-Newsletter	809.35
3460 Royalty Income	270.00
3500 Contributions-U.S.A.	89,874.97
3510 Contributions-International	6,965.62
<b>Total Income</b>	<b>\$290,056.99</b>
Cost of Goods Sold	
4000 Cost of Sales - Production Dept	
4010 Purchases - Paper/ Supplies	19,267.99
4012 Resale Purchases	2,429.04
4020 Equipment/Copiers	32,463.36
4030 Wages	14,335.93
4032 Payroll Taxes	1,157.73
4034 Insurance	388.00
4038 Postage/Shipping	42,472.21
4040 Rent	10,095.00
4048 Repairs	494.02
4052 Utilities	992.48
<b>Total 4000 Cost of Sales - Production Dept</b>	<b>124,095.76</b>
<b>Total Cost of Goods Sold</b>	<b>\$124,095.76</b>
<b>GROSS PROFIT</b>	<b>\$165,961.23</b>
Expenses	
4100 Payroll Expenses	
4150 Salaries and Wages	119,776.16
4197 P/R Tax ER	9,577.81
4198 Payroll Processing Fee	180.25
<b>Total 4100 Payroll Expenses</b>	<b>129,534.22</b>
4200 Operating Expenses	
4210 Accounting and Legal	9,606.00
4212 Bank Charges	210.66
4216 Depreciation Expense	231.00
4225 Office Equipment Lease	867.75
4230 Insurance Expense	6,872.56
4240 Office Expenses	6,355.98
4242 Office Supplies	2,367.59

# Nar-Anon Family Group Headquarters

## Profit and Loss

January - December 2020

	TOTAL
4250 Postage Machine	1,721.02
4260 Rent	51,600.00
4266 Stripe Fees	8,449.75
4270 Taxes & Licenses	235.26
4276 Telephone	3,063.14
4278 Utilities	2,961.52
4280 Web Expense	3,388.09
<b>Total 4200 Operating Expenses</b>	<b>97,930.32</b>
<b>Total Expenses</b>	<b>\$227,464.54</b>
NET OPERATING INCOME	<b>\$ -61,503.31</b>
Other Income	
3560 Insurance Certificates	200.00
3599 Miscellaneous Income	0.00
4510 Interest Income	9.45
<b>Total Other Income</b>	<b>\$209.45</b>
Other Expenses	
4520 WS Conference-Expenses	
4528 Conference Travel	0.00
<b>Total 4520 WS Conference-Expenses</b>	<b>0.00</b>
<b>Total Other Expenses</b>	<b>\$0.00</b>
NET OTHER INCOME	<b>\$209.45</b>
NET INCOME	<b>\$ -61,293.86</b>