

**Families Anonymous
Minutes of the Meeting of the Board of Directors
August 19, 2023**

INTRODUCTION

- 1. Call to Order:** 12:01 pm EDT, by Maria S, Chair
- 2. Roll Call:** by Jan B.

<u>Name</u>	<u>WSB Role</u>	<u>Attendance</u>	<u>Monthly Report</u>
Maria S	Chair	P	W
Chris Y	Vice Chair	P	W
Cindy C	Treasurer	P	W
Jan B	Secretary	P	W
Ann P	BMAL	P	W
Bob S	BMAL	E	W
Chris Z	BMAL	E	W
Guy B	BMAL	E	E
Helen L	BMAL	E	E
Jeff S	BMAL	E	W
Mike B	BMAL	P	N
Sarah T	BMAL	P	N
Christina B	BMAL	A	N
Jeff F	BMAL	P	E

Attendance Key: P=Present, A=Absent, E=Excused, LOA=Leave of Absence

Monthly Report Key: W= Submitted by deadline, L=Submitted after deadline, N=No report submitted, E=Excused for extenuating circumstances, LOA = Leave of Absence

3. Acceptance of Published Agenda:

- Cindy moved to accept the Agenda, Chris Y seconded, voted on and accepted.

4. Tradition One:

- Read by Jan: *“Our common welfare should come first; personal progress for the greatest number depends on unity.”*

5. Approval of July 2023 WSB Minutes:

- Jan moved to accept the July WSB Minutes, Ann seconded, voted on and approved. Jan to distribute.

6. Chair's Report: Maria S

- There were no other comments or questions concerning the Chair's Report.

7. Treasurer's Report: Cindy C

- Cindy provided the monthly financial reports for July 2023 as part of her monthly report.
- There were no other comments or questions concerning the Treasurer's Report.

STANDING COMMITTEE REPORTS

<u>Committee</u>	<u>Chair</u>
SC-1 Public Information	Jeff S
SC-2 WSO	Maria S
SC-3 Literature	Ann P
SC-4 Serenity Messenger Newsletter	Robert S
SC-5 Bylaws, Parliamentary	Maria S (ad interim)
SC-6 International Groups	Helen L
SC-7 Budget Committee	Cindy C
SC-8 Sponsorship	Helen L
SC-9 Group Outreach	Chris Z
SC-10 Financial Oversight	Chris Z
SC-11 Technology	Chris Y
SC-12 Long Range Planning	Mike B

AD-HOC COMMITTEE REPORTS

<u>Committee</u>	<u>Chair</u>
AH-1 Convention Liaison	Cindy C
AH-2 Intergroup Support & Development	Jeff F

AH-3 Document Review
AH-4 Education
AH-5 Literature Access Initiative

Ann P
Maria S
Maria S

Ann added that she needs a new email account that can be perpetuated to any Literature Committee Chair in order to receive the updated *FA Tools of Recovery* Book (#5001) that she was able to self-publish online for a much reduced price than through any printer. Chris Y will set it up.

- There were no other additional updates from the Committee Chairs.

NEW BUSINESS:

1. MOTION LC-1 *Understanding and Releasing GUILT* #1026 (August 2023)

Motion: The Literature Committee moves that the WSB approve #1026 *Understanding and Releasing GUILT*.

Rationale:

- This is a new publication to be added to our literature offerings.

Feasibility:

- The WSB has already had an opportunity to review and make comments on this new piece.
- Any comments offered by board members were considered prior to submitting this piece for WSB approval

Implementation:

- Upon approval of this motion, the Literature Committee will:
 - obtain price quotes and request a purchase order from the treasurer;
 - proof and polish this piece before sending it to the printer;
 - oversee printing of this piece;
 - add this piece to the literature catalog, and request that the website manager add it to the e-store.

Maria: This is exciting to have such a substantive new piece of literature that will help the Fellowship and hopefully generate sales.

Motion made by Ann, seconded by Mike, voted on and unanimously approved.

2. MOTION LC-2 Revision of WSOF-22 (August 2023)

Motion: The Literature Committee moves that the WSB approve the revision of WSOF-22 Permission to Translate and Publish.

Rationale:

- There have been numerous instances (several of which are happening currently) where we receive groups' WSOF-22 requests to translate, grant them permission to translate, send them our English-language files, yet do not hear back from them either in a timely fashion or at all.

- From a legal standpoint in terms of safeguarding FA Inc.'s intellectual property, it is important that we state more clearly our expectations for translation and publication as well as consequences for not meeting those expectations.

- For these reasons, revision of this piece was undertaken to:

- emphasize the already-stated fact that permission to translate and publish is valid for only one year;

- specifically refer to PPG-04 FA's International Policy as the policy under which groups are expected to operate with regard to translating and publishing FA literature in their native language and native countries; and

- set forth the consequences for not complying with the terms set forth in WSOF-22 and PPG-04, to include the termination of their right to translate, distribute or sell said literature.

Feasibility:

- The WSB has already had an opportunity to review and make comments on the revised WSOF-22.

- Any comments offered by board members were considered prior to creating the revision.

Implementation: Upon WSB approval of this motion, the Literature Committee will request that the website manager upload the revised WSOF-22 to the MEMBERS -> FORMS page of the website in place of the WSOF-22 that is currently there.

Jeff F: Jeff has 2 family members who can help with translations in Russian. He and Ann will connect outside of the meeting.

Motion made by Ann, seconded by Jan, voted on and unanimously approved.

3. DOCUMENT REVIEW: (Maria)

There is a Master List of all policies and guidelines that need periodic review. The following documents were reviewed by the responsible committee chair and were deemed not to require any updates to content. Motions to acknowledge review and change “next review date” follow:

- PPG-02 Electronic Mail Communication Policy. (Jeff S). Here is the link to the current document on the FA website: <https://familiesanonymous.org/wp-content/uploads/2020/07/PPG-02-EMail-Policy-200709-1.pdf>

No update required. Next review due: in 3 years time.

Motion to approve made by Cindy, seconded by Mike, voted on and unanimously approved.

- PPG-03 World Service Office (WSO) Employee Policy and Procedures. (Maria S) Here is the link to the current document on the FA website: https://familiesanonymous.org/wp-content/uploads/2020/08/PPG-03-Employee-Policy_180721.pdf

No update required. Next review due in 5 years.

Motion to approve made by Chris Y, seconded by Cindy, voted on and unanimously approved.

Maria will research who among the Chair, the Parliamentarian or the Chair of the Document Review Committee should be on top of the Master List, as it is not currently clear.

4. MOTION – LITERATURE DONATION TO 2023 CHICAGOLAND INTERGROUP CONVENTION

MOTION: Move that the Families Anonymous World Service Board (WSB) donate one copy of each of the following literature items to the 2023 Chicagoland Intergroup Convention:

- #8001 – Full Literature Pack
- #2000BCS – Colección de Marcadore de Libro (Spanish Bookmark Collection)
- #2003-4 – Hostility to Understanding (#4 in Helping series)
- #2003-5 – Manipulation to Release (#5 in Helping series)

RATIONAL: Chicagoland Intergroup is hosting a convention in November, 2023, and would like to give out Families Anonymous literature to attendees. The convention is a great opportunity to educate, support and encourage members of the fellowship and to

help raise awareness of Families Anonymous. The World Service Office can support these efforts by making the literature available to Chicagoland Intergroup at no cost.

IMPLEMENTATION: On approval, the World Service Office will donate the above literature items to the Chicagoland Intergroup for their 2023 Convention.

COST: There is no new cash outlay since the donation is from Inventory already purchased. Margin that could have been earned on the sale of these items is less than \$7.00. (#8001 - Full Literature Pack is an item the WSO already offers to the fellowship at cost.)

After discussion which clarified the motion (to donate 1 copy only), and during which recommendations were made to suggest a Silent Auction of just the Full Literature Pack, to send an LC representative to sell literature at the convention, and/or to offer convention attendees literature at a special rate, both of the latter are in the Policies for Conventions, Cindy, who is the current Convention Liaison, suggested the WSB not try to micromanage the Chicago convention since they are putting in so much hard work in pulling it together as is. She suggested the Board think of this motion as a approximately \$75 donation to the CPC, but that it is not new cash outlay, as this is literature that is already in our inventory. There is still time until the convention happens in November and new ideas and decisions may be made by the CPC.

Motion made by Cindy, seconded by Mike, voted on and approved.

UNFINISHED BUSINESS:

1. Vignettes Project (Sarah T)

Sarah had a contact in LA do some correction on the audio of the pilot, which helped, but he needs the final copy with the texts to finish it off. Sarah will submit the text, which she is taking from FA literature, to the WSB via email so the board can vote on it before the next board meeting. The completion date for the pilot is still TBD.

Jeff F offered to share some work videos which might be a low cost option, which Sarah will look at and she will send him a copy of the pilot.

2. Updates / Status of WSB Members' calls to Group Secretaries

Maria thanked all board members for making the calls, some have completed, some are still in progress. Please share in the next board report any interesting common threads you are finding in the calls.

TABLED ITEMS:

1. Long-Range Planning Committee Update (Mike B)

Tabled until next meeting when summer is over and hopefully WSB meeting attendance will be better. Maria will set aside half an hour for the discussion.

CLOSING

1. Announcements/items forgotten to mention:

Sarah asked if we can amend the By-laws given our terrible financial situation to allow for outside donations. Maria responded that since no outside donations is one of our Traditions, and part of all 12 Step program Traditions, it is not something we are going to change.

Sarah also asked if we can set up sustaining giving like on PBS. Maria and Cindy both confirmed that recurring donations are already set up on the FA website donation page.

Mike suggested a nation-wide group specifically geared for FA members who have lost a loved one, an idea which came from learning that a NJ group that was thriving is now dwindling as its charismatic “leader” has stopped coming. As a response to Group secretary calls, Jan suggested an Education Session on How to Get Newcomers to Stick.

2. Adjournment: Motion to adjourn was made by Jeff F, seconded by Ann, voted on and adjourned (1:23 pm EST).

3. Closed with the Serenity Prayer