

Families Anonymous
Preliminary - Minutes of the Annual Business Meeting
June 8, 2024

I. Call to order:

- Call to order made at 2:02 pm EDT, by Maria S (Group #2056) World Service Board (WSB) Chair.

Families Anonymous

Annual Business Meeting - June 8, 2024



II. Welcome and Introduction of Board Members - Maria S:

- Maria first welcomed everyone and reviewed the house rules for the ABM.
- She then introduced the WSB members present at the meeting, and thanked the 4 WSB members who will be leaving the WSB: Ann P (who is leaving after serving 14 years as Chair of the LC and Document Review and was on the Serenity Messenger Review committee. She will be remaining on the LC.), Jeff S (who was 4 years on the WSB and served as the PI chair, was on the LAI committee and is responsible for our social

media which he will continue to do from the PI committee.), Jeff F (who has been on the board since August 2023) and Sarah T (who produced the pilot vignette video and will continue to work on FA videos as part of the PI committee). Thank you to all 4 individuals for their service to the WSB and for their continuing service to the recovery community.

Current Board Members

Officers:

- Chair: **Maria S** (Group #2056 Bradenton, FL)
- Vice Chair: **Chris Y** (Group #2056 Bradenton, FL)
- Treasurer: **Cindy C** (Group #1906 Roswell, GA)
- Recording Secretary: **Jan B** (Group #976 Colts Neck, NJ)



Board Members at Large:

- | | |
|--|---|
| • Ann P (Group #1301 Syracuse, NY) | • Helen L (Group 1985 Korinth, Greece) |
| • Bob S (Group #2056 Bradenton, FL) | • Jeff F (Group #1906 Roswell, GA) |
| • Chris Z (Group #252 Summit, NJ) | • Jeff S (Group #1906 Roswell, GA) |
| • Cristina B (Lisboa, Portugal) | • Sarah T (Group #874 Annandale, VA) |
| • Guy W (Upminster, United Kingdom) | |

- Maria then presented the ABM agenda.

III. Election (Credentials Chair) - Bob S (Group #2056) :

- **Report from the Credentials Committee (CC):**

As of May 15, 2024: 116 groups met deadline to re-register and were eligible for voting

As of June 7, the CC Chair has collected:

- 19 FAvote emails and 1 mailed-in ballots
- 0 Proxies for the CC Chair to vote;

for a total of 20 votes collected prior to today's meeting.

- Number of delegates eligible to vote at today's meeting: 2
- According to FA By-Laws:
 - 12 votes needed to meet quorum to do Business (10%)
 - 17 votes needed to meet quorum for election of Officers and WSB members (15%)
 - All quorums met for 2024 Annual Business Meeting

Report of the Nominating Committee

- Review of the Ballot

Officers

Code	Office	Name	Check for "yes"
O-1	Treasurer	Cindy C	
O-2	Secretary	Jan B	

Board Members At Large

Code	Name	Check for "yes"
B-1	Greg C	
B-2	Lori H	
B-3	Write-in:	

- Call for nominations from the floor

Voting

- Vote by Delegate(s) and Proxies for candidates on the ballot
- Vote for nominations from the floor (WSB Members, Delegates, Proxies)

Election Results

- There were no nominations from the floor.
- The 2 delegates present voted with thumbs up due to technical difficulties.
- Both officers were re-elected and both new board members were elected to the board.

IV. Old Business

- **Approval of 2023 ABM Minutes:** Jan B (Group #976) moved to approve; Chris Y (Group #2056) seconded; voted on and approved. Jan will finalize and minutes will be posted on the FA website.

V. New Business

- **Treasurer's Report: Cindy C (Group #1906)**
 - Cindy asked first that we keep in mind that everything we do is about the people we are serving and not to get too caught up in the numbers.
 - She then displayed the official letter of approval of the financial statement from the external CPA. (See Appendix 1)
 - Highlights from the Annual Financial Statement: We had a net loss of \$4000 this year which is an improvement in comparison to the \$9000 loss last year. An improvement, but still a loss. Additionally, cash decreased by \$9000 which is a combination of the \$4000 loss and the purchase of inventory of TABW, which is a good use of cash because once sold, will finance the needs of the WSO.
 - Wanted to give us a broader picture of what has been happening over the past 10 years. Revenue Trend Graph (Appendix 1) shows that 7 years ago our revenue began fluctuating and overall our annual revenue is about \$10,000 less than what it had been in the earlier 4 years of this 10 year period.
 - In the Revenue Components Slide (Appendix 1), Cindy explained how it is that our revenue has decreased in these past years. First the bad news: Literature sales, which had been generating about \$63,000 annually, began to decline in 2017-18. Note this is before the pandemic. Then Covid hit and sales declined further until now we are at about \$30,000 below what they once were (down 48%).
 - Now the good news, 3 Non-routine revenue sources: First, in 2020-21, 2 people gave \$20,000 to FA in their wills which helped tremendously

that year. Please consider FA in your Planned Giving. There is information on the FA website under Legacy Donations or Planned Giving. You can also email Cindy at treasurer@familiesanonymous.com Please share this information with your groups. Second, was the Paycheck Protection Program in year 2021-22. This was a Covid related loan of \$10,000 from the government to non-profits and small businesses that was forgiven. This was also helpful for that year. And finally, there have been 4 conventions in the past 10 years. They have raised anywhere from \$2,000 - \$10,000 for FA. We wish they happened every year, so please consider hosting a convention, either as multiple groups together or your home group. There are many experienced past hosts who can help.

- New in FY 2023-24: When interest rates rose, we deposited some money in CDs which earned us about \$2100 this past year. Every little bit helps.
- The last component of the Revenue section of the report is donations. This is the best news of the Revenue section. There has been a \$15,000 increase in donations both from individuals and groups since Covid hit, which is both greatly appreciated and badly needed. It is only about half of the loss of income from the drop in Literature sales, but still it helps. Unlike most non-profits, FA, due to our Traditions, cannot accept donations from outside of the Fellowship, so we thank each and every one of you for your generous donations. FA would not exist without you.
- Operating expenses are the other side of the equation. They run pretty steadily around \$91,000 per year. There was a little blip up in 2019-21 where we incurred expenses to repair the website. Recently we have renegotiated our lease to better terms, have also identified more cost effective vendors and have a significant improvement with a new website management vendor.
- Payroll and payroll taxes are almost 60% of our budget for just two part-time employees who run the WSO. The other big piece of the operating expenses is the rent and utilities for our office space (just under 20% of total operating expenses), which is 1000 square feet which we share with the Chicagoland Intergroup. That lease runs through 2027, so we are committed to that space at least until then.
- Profit (Loss) = Revenue - Expenses: In the early years of the past 10 years, we broke even or had a small profit, but when revenue declined, we have had consistent losses since. The increase in donations has helped and holding conventions helps, but we still have work to do if we want to be able to keep the WSO open.

- Impact on cash reserves: Since the revenues started declining, we have used up \$50,000 in cash reserves, which is not sustainable. We are very worried about it.
 - So what are we doing about this trend?
 - Grow the Fellowship through continued awareness and outreach efforts
 - Group Support such as Zoom, networking, education, etc.
 - Conventions - Hold More Frequently! Please consider hosting!!
 - New Revenue Sources such as new publications and electronic delivery options
 - Reduce Expenses - we run a tight ship as is, but if in 2027 we need to, we may have to look at not renewing the lease on the WSO.
 - **Motion to approve the FY2024 Financial Statements and Oversight Committee's Annual Report:** Motion made by Cindy C (Group #1906), seconded by Matt B (Group #3001), voted on and unanimously approved.
 - Maria recognized Cindy's work as Treasurer where she completes not only her normal responsibilities but always goes above and beyond to look for ways to save the Fellowship money and to grow the Fellowship as well. So glad to have her on the board.
 - Report of Financial Oversight Committee as well as all Treasurer's slides can be found in **Appendix 1**.
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- **Status of 2024 Convention:**
 - The Chicagoland Intergroup will be hosting a one-day convention.
 - **Date:** Saturday November 4th, 2023
 - **Place:** Gloria Dei Lutheran Church
 - **Address:** 4501 Main Street, Downers Grove, Illinois (about 19 miles from O'Hare Airport)
 - **Time:** 8 am - 3 pm

Stay-tuned for a "Save the Date" announcement and more information.

- Additionally, Chicagoland Intergroup has decided to host the 2025 in-person World Service Convention as well, and Matt B. will serve as the chair of that Convention.

This is excellent news! There are many board members who have experience hosting conventions and who would be happy to help out in any way Chicagoland needs.

If any groups might still be interested in hosting a virtual convention this year, which is somewhat easier than an in-person convention, please contact either Cindy C or the WSO.

Interested in Hosting?



Please contact:

- **Cindy C:** Email: cindyc@familiesanonymous.org
or
- Call the **World Service Office:** 1 (800) 736-9805

State of the Fellowship: Maria S, Chair - World Service Board

- The WSB currently has 11 members: 8 from the US, 1 from Greece, 1 from Portugal and 1 from the UK.
- The World Service Office staff is run by 2 part-time workers: Office Manager

Angel R and Data Manager Nicole G, and is located in Des Plaines, IL. Thank you to these 2 hard workers as well as to our committee members without whom we would not be able to complete our work.

Current Statistics - FA, a World Wide Fellowship

- FA groups are based in 27 of the 50 states; in 16 countries; on 6 continents.
- US Groups: 158, declined from last year when we had 165 groups
- International Groups: 170, declined from 177 last year.
- Intergroups (US and Int'l): 5 (in Greece, Canada, India and the US)
- National Service Boards: 5 (in Italy, Spain, Portugal, Mexico and the UK)
- Group Registration Status:
 - ▶ As of June 1, 2024, 154 groups have registered (116 in US, 38 international), 74 have not yet (42 in the US and 32 International).
 - ▶ The Group Outreach committee is following up with groups in the US; WSO is reaching out to the unregistered International groups.
- Almost half our groups are maintaining an online presence, as a result, groups are not restricted by geography:
 - Virtual-only groups - 42
 - In-Person only groups - 119
 - Hybrid groups - 56
- **Critical area of focus: If current trends continue, we run out of funds in 5 years, and additionally, in 2.5 years time, we will have to decide whether to renew the office lease or not.** Our biggest opportunity to turn this around is to **increase awareness of the Fellowship** and **grow the membership, both in number of groups and individual members.**

The following committee presentations are representative of some of the efforts the WSB and its committees are pursuing to address this concerning issue.

Literature Access Initiative (LAI) (Maria S, Group #2056)
Members: Chris Y, Cindy C, Jeff S, Maria S (Chair)

The LAI was formed in October, 2022 as an Ad-Hoc committee with the objectives of increasing the visibility of, and access to, FA literature by using e-commerce and e-technology, as well as raising awareness of FA in order to grow the Fellowship.

E-brochures are created from existing, free, downloadable materials using ISSUU (an electronic publishing platform). These e-brochures contain active links to the FA website, e-store and meeting directory, and are accessible from the FA website home page by clicking on the Literature tab and scrolling down to E-Resources.

Fourteen E-brochures have been published in English so far, as well as 12 in Spanish:

- 7014E - *Are You at Your Wits' End?*
- 5003-1AE - *Introduction to Families Anonymous*
- 5003-6E - *Helping*
- 6003E - *To the Concerned Family Member*
- 7003E - *Families Anonymous - For Me?*
- 7009E - *Are You Torn Apart?*
- 7012E - *FA Fact Sheet*
- 7010E - *Families Anonymous and the Professional Community* (7 in total)
 - Behavioral Health
 - Community Leaders
 - Educators
 - Employers
 - Faith Leaders
 - Healthcare
 - Law Enforcement

See slides in Appendix 2 for more on where and how to use these e-resources, and how you can help.

- Next Steps for LAI: Finalizing documents to support groups and raise awareness. Collaborating with members of the Literature Co. and the Serenity Messenger to prepare and compile members' stories and selected FA literature into a series of digital publications. These we plan to sell on our website as well as on Amazon and hope to have something ready by the next ABM.

A big thank you to Cindy C who developed the e-resources on ISSUU and to Juliette (from the Spanish-speaking group in Miami) who worked on the Spanish translations and to all the other committee members and WSB members who helped along the way.

Public Information Committee (PI) (Jeff S, Roswell, GA)



How you can help

- Go to the website, and share the e-brochures with:
 - members of the recovery community and appropriate agencies
 - those who can use the help of the FA fellowship.
- Inform members of your group about the existence of these e-documents.
- Consider joining this committee. We need expertise in the following areas:
 - Development of a subscription-based e-library
 - Assistance with outreach to the recovery community
 - Methodology to maximize exposure in various media.

Members: Cindy C, Sarah T, Jeff S

We cannot rely on how we were doing things since 1971. We have a great program, but not enough people know about it. So the objective is to raise awareness by educating people about FA and thereby grow the Fellowship through the strategy of repackaging or reimagining our content for social media, specifically Facebook, Instagram and YouTube. And hopefully if we succeed in growing the Fellowship, some of our financial problems will take care of themselves as well.

Yesterday: Bulletin boards and neighborhood newspapers. **Today:** The easiest and most cost-effective (free) way to reach the largest potential audience in the shortest time and to raise awareness about FA is through social media, which has 5.17 billion users.



Facebook*: 3.065 billion active users worldwide,

YouTube: 2.504 billion active users worldwide.

Instagram: 2 billion active users worldwide.

***81.8 percent access Facebook via only a mobile phone.**

Source: Statista as of April 2024.

The easiest, fastest and most cost effective (read: free) way to reach the most people and to raise awareness about FA is through social media. Billions of people are on Facebook, YouTube and Instagram alone. And importantly, over 80% of Facebook users only access it on their phones. So when we think of how they would access our literature, we need to package and distribute it in a way that they can consume it today.

Facebook early: Reach in double-digits, engagement in single digits. **Now:** Average reach 400+ per post, 40+ engagements. Two posts: 2,000+ (194 engagements), 1,800+ (145 engagements)



Thirst for content: 90-day period ending June 6 reach of 6,000+ reaches (344% increase from previous 90 days), 1,500+ engagements (387% increase).

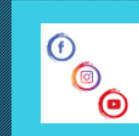
Feedback: Email and post comments.

Next: Remind membership we don't accept outside donations.

When first started on Facebook some 3 years ago, would get a few likes, maybe a handful after a few weeks. A reach is when you see something on your screen, an engagement is if you like, comment or share it. Jeff put up a post this morning that already has over 200 reaches and 20 engagements. Clear that more and more people are tuning in to FA Facebook. Instagram is still more in starting stages. Cindy does the illustrations and Jeff writes the content. People keep wanting more and more. People sending emails and posting comments thanking us. All the people reading the posts are people who are somehow in the FA community, so think it is ok to ask for donations.

Tell Our Stories

Video Series: “You Are Not Alone” Created and produced by Sarah T.



Mike B.’s story: Viewed at least 2,400 times on social media, as well as the number of views directly from the FA webpage. Connected with membership.

Capitalize on momentum: Next two projects:

1) Vignettes with a half-dozen FA members, each on their experiment with a specific element of their recovery program; 2) Short, snappy, even humorous, recollections of things we did as codependents.

These are the next ventures of the PI committee. Hopefully you have all seen the pilot video, “You Are Not Alone.” The video, Mike’s story, was a huge success, with over 2400 views on social media as well as those viewed on the website. So we decided we need to capitalize on this project. There are 2 other projects in the works: first is to get together 6 or so FA members to discuss specific elements of their recovery program, such as boundaries or letting go. The second is short maybe even funny things we did as codependents.

Questions: Matt B: How do you maintain anonymity? Jeff: Anonymity is a personal issue. People do not have to like, share or comment on Facebook. In the videos faces are anonymized (blurred) and names do not have to be used at all.

Barry said that his group is interested in participating in the video project and will reach out to pi@familiesanonymous.org or call/text Sarah as was mentioned in the email.

Education Committee (EC) (Maria S Group #2056)

Members: Donna D, Kim G, Marcia C, Maria S (Chair)

Educational Sessions

Recordings / Slides Available on FA Website

<https://familiesanonymous.org/recordings/>

- Creating Personal Balance and Achieving Emotional Freedom (Jul 12, 2023)
- Addiction Recovery Through the Eyes of a Recovering Alcoholic (Sep 9, 2023)
- Help for the Holidays (Nov 4, 2023)
- Attracting and Retaining Newcomers (Feb 3, 2024)
 - Panelists: Jeff S (Roswell, GA), Joanne B (Northfield, IL), April S (Boca Raton, FL)
- Designing and Maintaining Boundaries (Jun 1, 2024)

Above are listed the Education sessions that have been held since the last ABM. They are all either intended to help the Fellowship with their recovery journey or help groups grow and be healthy. Want to highlight the February 3rd session which was a different, new format of a panel discussion among members of 3 different healthy, thriving FA groups. The EC plans to do more of these as the feedback was very positive. Surveys are done after every session and Maria shared some of the good feedback. Feedback speaks to the EC's objectives which are to provide tools, to education and support our fellowship, and to attract and retain new membership. We have had folks from AlAnon and Adult Children of Alcoholics at our sessions. Recordings of all these sessions are

available on the website. And as you see below, we listen to the feedback we get and have lots of ideas for future sessions based of what you have told us.

Future Offerings



- Surveys collected after each session
- Feedback is used to improve future offerings
- Suggestions for future topics:
 - Sponsorship
 - Dealing with grief
 - Relapse
 - Review of new publications
 - Raising awareness through Social Media
 - Spreading the Word

Serenity Messenger (Bob S Group # 2056)

Editorial Team: Elizabeth S, Nicole G, Ann P, Chris Y, Bob S (Chair)

We have a great editorial team!

- The Serenity Messenger has moved to a quarterly schedule from a bimonthly one since it became too difficult to find enough content for the bimonthly schedule.
- Things we have tried to do over the past few years to make the publication more responsive to the Fellowship, recurring columns:
 - Focus: Groups
 - Spotlight on Literature

- Word from the Board
- Committee Connections
- NEW! Articles to support group efforts to raise awareness of FA in the community. All new membership is local!

Serenity Messenger

- As always, we need the fellowship to submit articles, poetry, artwork, or letters.
- Even if all you have is a concept, or a paragraph or two, the editorial team will work with you to expand and polish your work.
- To submit material, email to:
newsletter@familiesanonymous.org
- We can't do it without you!



We are always grateful for your submissions of creative work, but truly always need more. We love to reflect whatever the Fellowship is thinking. Please submit to newsletter@familiesanonymous.org

Question: Matt B asked about deadlines for quarterly submissions since he wants to make sure to get an announcement in about the November Chicagoland Convention the quarter before. Bob and Matt will talk offline to coordinate. Cindy also offered to send out a mass email or to put an announcement on social media, methods of which Chicagoland might not be aware. WSB is happy to support in any way possible.

Technology Committee (Chris Y Group # 2056)

Members: Cindy C, Nicole G, Brian N (BPNWebTech), Chris Y (Chair)

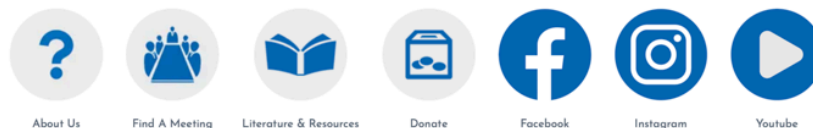
Should add Maria to the committee as well.

The website is the main portal for our members to reach our literature, to find meetings, to see event announcements and recordings, and get donations. So, it is an important piece of technology for FA to keep up and running smoothly. Our cost-efficient vendor, Brian at bpnwebtech, does just that.

FA Website

You spoke...We listened!

- The Technology Committee continues to make improvements to the website, working with our cost-efficient vendor: [bpnWebTech](#).
 - Expanded the website memory and process capabilities, thereby **improving website navigation speed and overall site performance**.
 - Updated or removed redundant plugins to streamline overall process handling by **reducing error loops / messages**.
 - **Improved site security concerns** by replacing our financial / credit card vendor for purchases and donations. Instead of Stripe, we are now using PayPal.
 - Expanded our e-resources by **adding Spanish content in easy-to-access format**.
 - **Added FA Social Media site links** to our main page to facilitate access for members.



As you can see in the slide above, many improvements have been made to the website based on the feedback we have gotten from the membership. One of our goals is to get higher up on the search engines like Google when people are searching for family support for people with Substance Use Disorder (SUD). The committee would love feedback, but so far everything seems to be going smoothly.

FA Website

You spoke...We listened!

- Future improvements:
 - Assessing new format and or themes for overall website improvement of visuals.
 - Providing Zoom as a platform for FA groups in need.
- Any volunteers with tech experience, particularly website management would be greatly appreciated!

Contact the Technology Chair at
ChrisY@familiesanonymous.org

The committee is looking into switching from GotoMeeting to ZOOM, if it is doable financially. We are always looking to progress in the most cost efficient manner, so if anyone in the Fellowship has expertise in website management or tech experience in general, please contact chrisy@familiesanonymous.org

Literature Committee (Jan B Group #976)

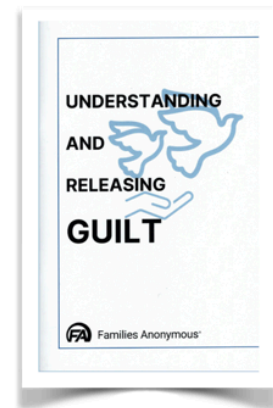
Members: Christina B, Jan B, Jeanne M, JoAnne M, Sylvia S, Juley S, Juliette M, Ann P (Co-Chair)

Jan first recognized Ann who has been the Chair of the Literature Committee for 14 years and who does an incredible amount of work for the committee. Also recognized were the non-board members who are on the committee who con-

tribute greatly to the creation of our literature. So a shout out to anyone in the Fellowship who enjoys writing or editing, please come join the LC!

Five NEW Publications

- ◆ *Understanding and Releasing GUILT* (#1036)
- ◆ *Keeping What's Mine and Letting Go of What's Not* (#1037)
- ◆ *Humility: An Essential Key to Our Recovery* (#1038) — in production and COMING SOON!



AND ROUNDING OUT THE HELPING SERIES —

- ◆ *Hostility to Understanding: #4 in the Helping Series*
- ◆ *Manipulation or Overprotectiveness to Release with Love: #5 in the Helping Series*

- #1036 is a clear and concise guide to saying goodbye to guilt forever by replacing old patterns of thinking with new ones that lead to serenity and peace.
- #1037 is a free, downloadable, one-pager with ready reminders about the essence of FA. It helps us stay in our own lane.
- #4 and #5 in the *Helping Series* complete this series and now you can purchase the beautiful *Helping Collection* with all 5 booklets as well as the *Helping* bookmark. Or you can continue to buy them individually.
- #1038, which is soon to be hot off the press, is a great new piece on this important aspect of our program, It describes how ego gets in the way of recovery and humility does the opposite.

► **Translation Projects:**

- Spanish-language literature in the US — 20+ updates and new translations.
- Italy — 7 separate translations plus a book containing 20 additional translations, and other translations in process.
- Portugal — Publication of 10 translations including a new translation of TABW, and other translations in process.
- Greece & Russia — Interactions regarding starting groups and translation procedures.

Serenity Messenger

Editing each issue's articles
prepublication

Submitted a "Committee Connection"
column written by LC members,
describing our involvement on the
committee and hoping to entice other
people to join us

Prepared 10 "Spotlight on Literature"
articles (1–2 per issue) highlighting FA
publications



The Literature committee highlights FA literature in every edition of the newsletter, be it new publications or good oldies. Not sure if you are aware or not, but FA literature is known in the Recovery community and the best out there. We do a lot of sharing both with in the Fellowship and with other 12 Step Fellowships.

Beyond the Literature Committee

- Sharing with FA members, and discussing with various other Twelve Step fellowships, an explanation of FA's policy regarding our use of higher-power and gender-neutral terminology
- Coordinating with other FA committees on a new project to prepare and compile selected FA literature items and members' stories into a series of digital publications
- Coordinating with other FA committees in reformatting English- and Spanish-language public-information materials for digital distribution



Finally, as others have said, we are always looking for more members to step up and help spread the word about FA, which must continue to grow in order to survive. Please join the WSB in anyway that interests you to help keep FA as an option for the future.

Maria has heard from other people in the recovery community how much our literature is regarded and feels that the challenge is to get it into the hands of more people, in the format that they prefer to read it in. Stay tuned, some exciting things coming up! Thank you to all the LC for their contribution.

Other Highlights

- Virtual Sponsors / Sponsees
 - # seeking sponsors: 5 (4 from US, 1 Canada)
 - # volunteering to sponsor: 8 (4 US, 2 Canada, 1 UK, 1 India)
- Bereavement Support Groups - US & UK
 - Thank you to Sylvia S, Jan B, Chris Y and the UK group!

Virtual Bereavement Meetings						
DAY	Time				Host Country	MEETING LOGIN / CONTACT / OTHER INFO
Last Sunday of the Month	12:00 PM EST	11:00 AM Central	10:00 AM Mountain	9:00 AM Pacific	US	Meetings are held once a month, on the LAST Sunday of the month
						All are welcome to join if you have been bereaved through addiction and are, or have been, a member of FA and are willing to support others who find themselves in similar circumstances. These meetings are specifically for FA members, current or past, who would appreciate connecting with others to give and receive additional support.
						For Zoom log-in information please contact the group secretary, Maria S at 973-545-6902 or marias@familiesanonymous.org
Second Thursday of the Month	19:00 UK Time				UK	Meetings are held once a month, on the SECOND Thursday of the month
						For meeting information, contact: office@famanon.org.uk

The presentations today were nowhere near an exhaustive list of what the WSB does to support the Fellowship. Maria wanted to highlight 2 others in particular: first the virtual sponsorship program, please share with your groups. We have a particularly big need for female sponsors in California where the majority of sponsees requesting sponsors live. Also, the US started a Bereavement Meeting based on the UK group that has been up and running for a couple years. These meetings, both in the UK and the US, have been well attended and the feedback has been positive. Please share this with your groups as well. Additionally, WSB members call group secretaries twice a year to see how we can support them, and also participate in a Day of Sharing with other 12 Step Recovery groups, which has also been a way for us to raise awareness about FA.

Maria hopes that everyone who attended has a better idea of what the WSB does and that those who are not on the board, might consider joining us or volunteering for a committee. It would be much appreciated, Thank you to everyone for attending! Thank you in particular to the presenters and to the delegates.

Adjournment:

Maria made motion to adjourn, Bob S seconded. Adjourned at 3:32 PM

APPENDIX 1

Assets:	Liabilities:
Current assets:	Current liabilities:
Cash & cash equivalents	Accounts payable
Inventory, net of reserve	Convention payable
Prepaid expenses	Payroll taxes payable
Total current assets	Sales tax payable
Property & equipment	Total current liabilities
Furniture, fixtures, & equipment	Net Assets:
Less accumulated depreciation	Total unrestricted net assets
Total property & equipment	Total liabilities & net assets

The line chart displays the number of employees in the Department of Transportation over a ten-year period. The y-axis represents the number of employees, ranging from \$0 to \$120,000 in increments of \$20,000. The x-axis shows fiscal years from FY 13-14 to FY 23-24. The data points are connected by a solid blue line, and each point is marked with a blue diamond. The number of employees starts at approximately \$112,000 in FY 13-14, remains relatively stable until FY 16-17, then drops to about \$102,000 in FY 17-18. It reaches its lowest point of approximately \$85,000 in FY 19-20, before rising to about \$105,000 in FY 20-21 and ending at approximately \$100,000 in FY 23-24.

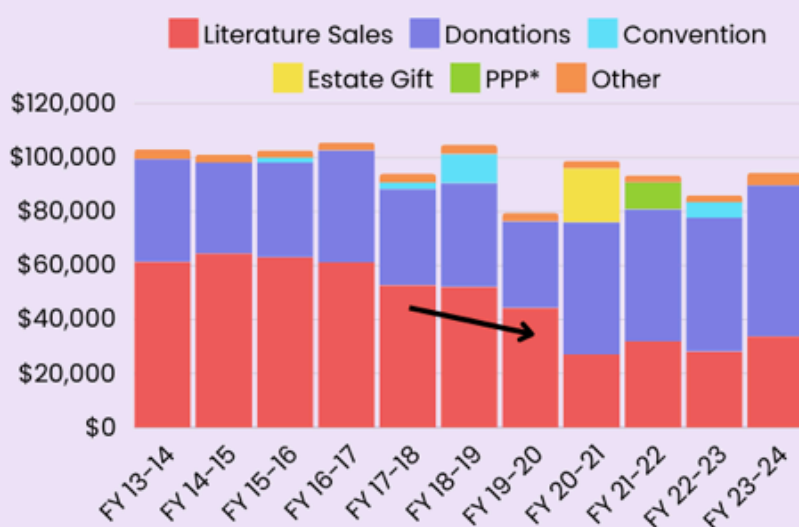
Fiscal Year	Number of Employees
FY 13-14	112,000
FY 14-15	110,000
FY 15-16	112,000
FY 16-17	115,000
FY 17-18	102,000
FY 18-19	112,000
FY 19-20	85,000
FY 20-21	105,000
FY 21-22	100,000
FY 22-23	90,000
FY 23-24	100,000

- Revenue began fluctuating 7 years ago
- Overall annual revenue ~ \$10,000 less than 10 years ago

TATLEMENTS

Inc.	55,387
	28,156
	5,195
	2,448
	22
	0
	91,208
	6,907
	84,301
	54,386
	17,683
	4,916
	4,211
	3,639
	3,771
	1,533
	1,123
	895
	93,186
(8,885)	

REVENUE COMPONENTS

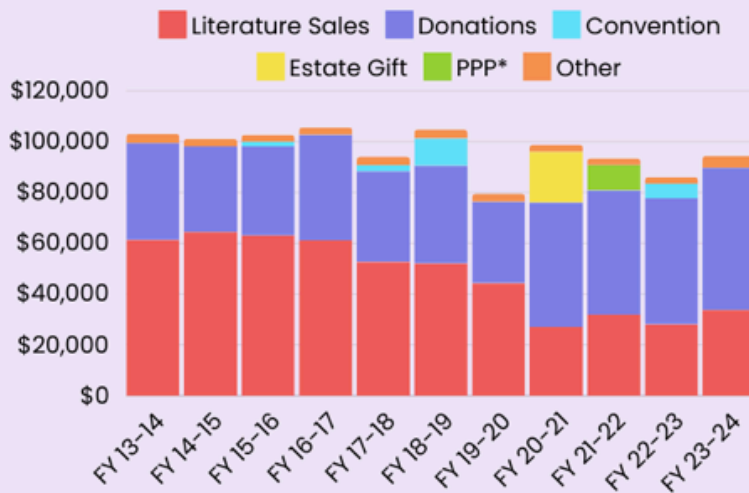


*FY 21-22 - Paycheck Protection Program (pandemic Cares Act)

LITERATURE SALES

- Literature Sales had been generating ~\$63,000 revenue annually
- Beginning in FY 17-18 and for the next 2 years - downward trend
- Decline was pre-pandemic
- Pandemic eroded already declining sales - struggle ever since
- Literature Sales are now about \$30,000 below what they once were (down 48%)

REVENUE COMPONENTS



*FY 21-22 - Paycheck Protection Program (pandemic Cares Act)

3 NON-ROUTINE REVENUE SOURCES

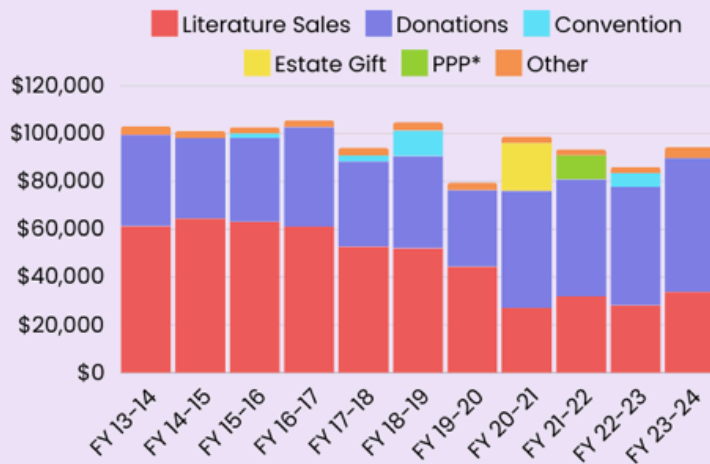
#1 - Estate Gift

- \$20,000 donated in FY 20-21
- Please consider Families Anonymous in your Planned Giving
- Estate Planning Info on FA website:
[Click on DONATE](#)
- Legacy Donations
- Planned Giving
- Email treasurer@familiesanonymous.org

#2 - Paycheck Protection Program (PPP)

- Pandemic program passed by Congress as part of Cares Act
- Authorized forgivable loans to small businesses and nonprofits
- FA qualified for \$10,000

REVENUE COMPONENTS



*FY 21-22 - Paycheck Protection Program (pandemic Cares Act)

3 NON-ROUTINE REVENUE SOURCES

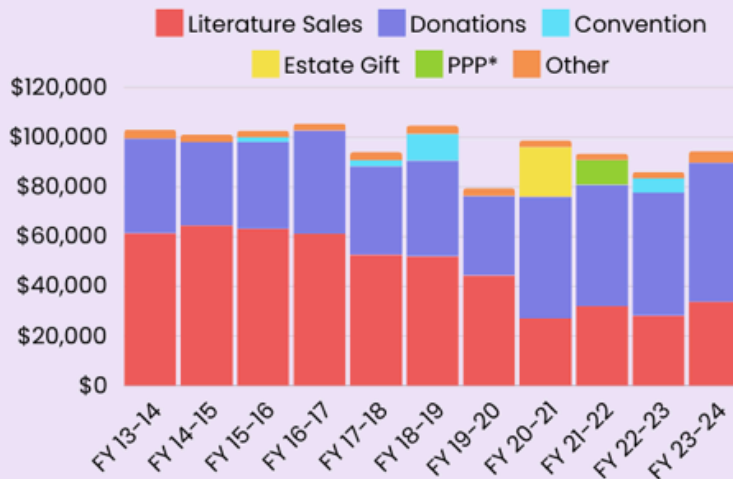
#3 - Conventions

- Past conventions have raised \$2,000 - \$10,000 for the Fellowship
- Please consider hosting a convention - **FA needs your help**
- Multiple groups can join together to host
- Past Convention Hosts are available to answer questions and share tips

NEW IN FY 23-24

- \$2,100 Interest Income (growth in Other revenue)
- Invested in Certificates of Deposit when interest rates rose

REVENUE COMPONENTS

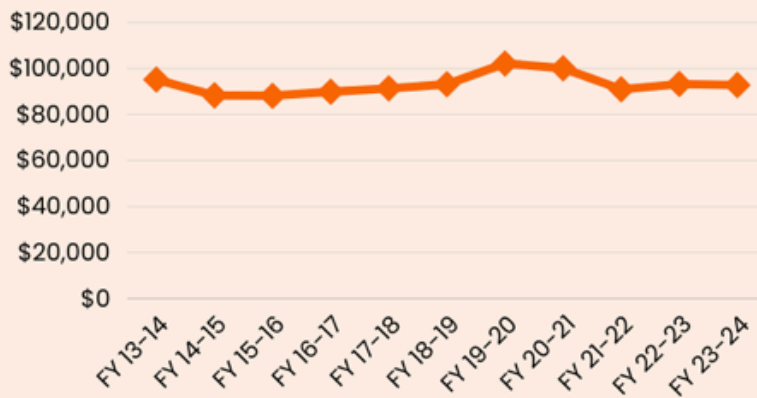


*FY 21-22 - Paycheck Protection Program (pandemic Cares Act)

DONATIONS

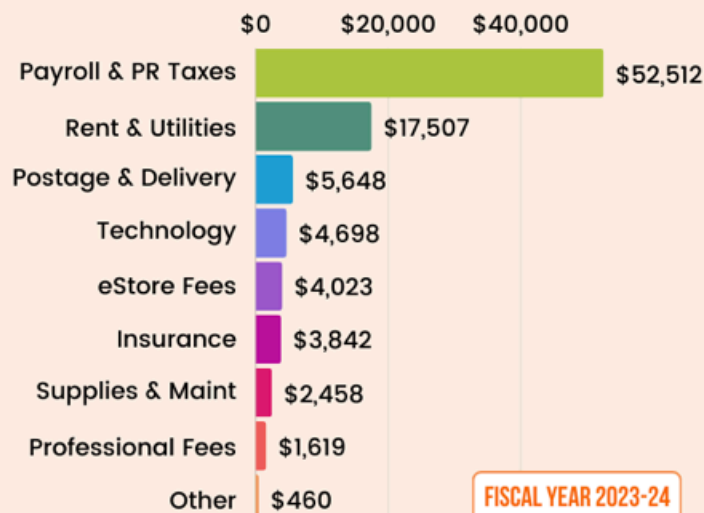
- Donations were averaging \$36,000 per year prior to the pandemic
- Groups & Individuals are now generously giving an average of \$51,000 annually
- \$15,000 growth has helped offset about half Literature Sales decline
- Unlike most nonprofits, FA's Traditions will only allow for donations from within the Fellowship
- **THANK YOU** to every FA Member and Group who has chosen to support the Families Anonymous World Service Office - ***we cannot offer our help and resources without you!***

OPERATING EXPENSE TREND



- Overall consistent at ~\$91,000 per year
- Exception FY 19-20 & 20-21 – consulting fees and payroll incurred to repair website not functioning adequately
- Negotiated better lease terms at last renewal
- Significant improvement with new website management vendor
- Identified more cost-effective vendors

OPERATING EXPENSE COMPONENTS



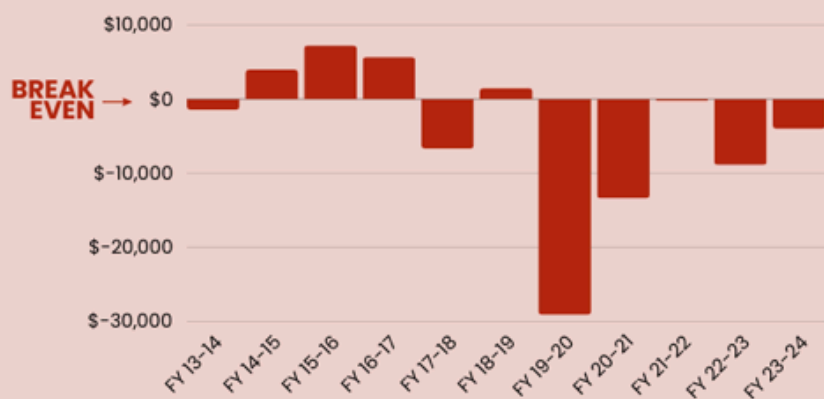
PAYROLL AND PAYROLL TAXES

- \$53,000 (57% of Total Operating Expenses)
- 2 Part-Time Office Staff working equivalent of 1.1 Full-Time Employees

RENT AND UTILITIES

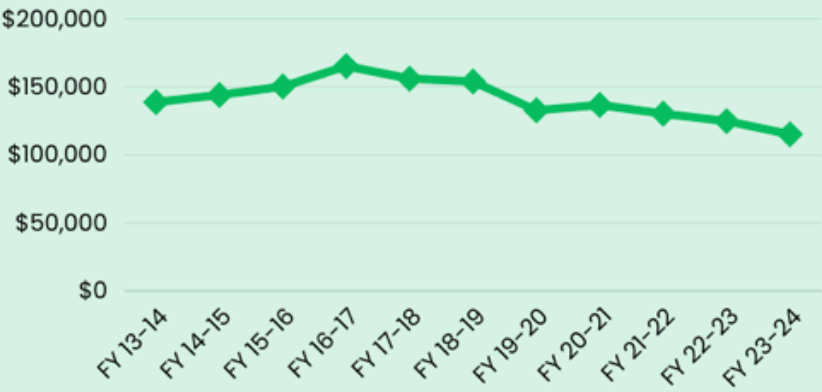
- \$18,000 (19% of Total Operating Expenses)
- 989 sq ft Office Space shared with Chicagoland Intergroup
- Current Lease runs through January 2027

PROFIT (LOSS)



- Revenue decline led to several years of net losses
- Situation has improved in recent years due to:
 - Growth in donations
 - Contributions from Virtual Convention
- Still have work to do to cover the cost of a World Service Office

CASH BALANCE TREND



IMPACT ON CASH RESERVES

- Used \$50,000 from cash reserves since revenue began its downward trend

WHAT ARE WE DOING ABOUT IT?

- **Grow the Fellowship** – continue Awareness & Outreach initiatives
- **Group Support** – new resources (Zoom, education, networking, etc)
- **Conventions** – hold more frequently – *please consider hosting*
- **New Revenue Sources** – new publications, electronic delivery options
- **Reduce Expenses** – office lease expires January 2027



APPENDIX 2

Literature Access Initiative

- Ad hoc committee formed in October 2022.

- Objectives:

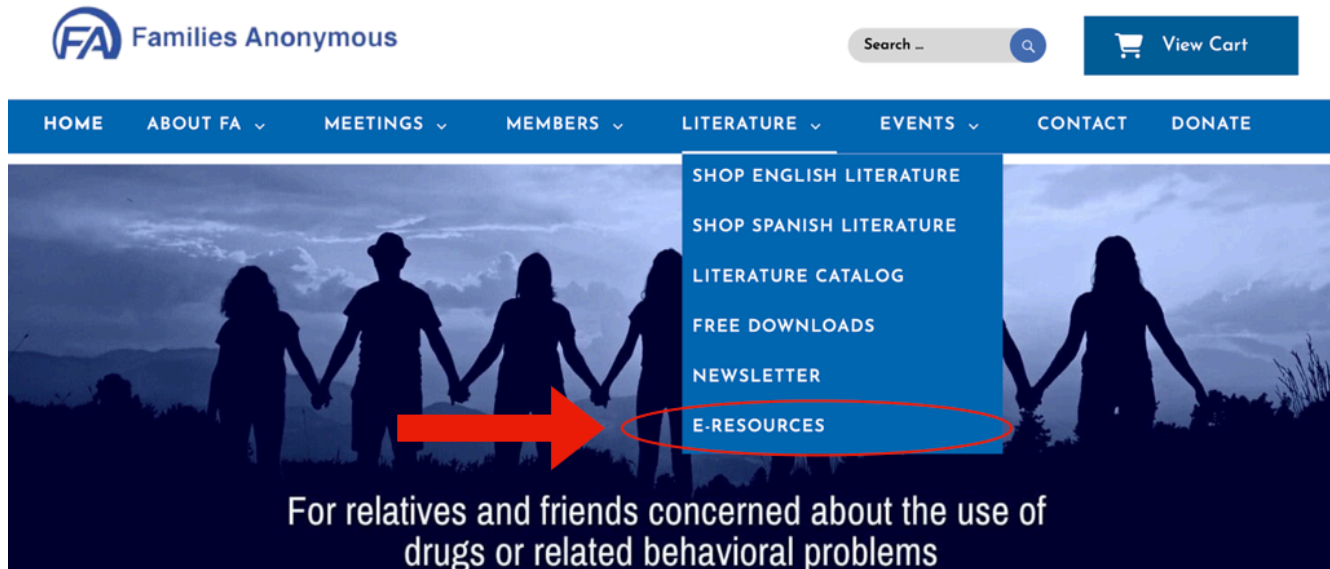
- ▶ increase the visibility of and access to FA literature by using e-commerce and e-technology
- ▶ raise awareness of FA and grow the fellowship.




- E-brochures are:

- ▶ created from existing, free, downloadable materials using ISSUU (an electronic publishing platform)
- ▶ contain active links to website, e-store, meeting directory
- ▶ accessible from FA website.

Location on the FA website



Location on the FA website

 Families Anonymous

Search ...

View Cart

HOMEABOUT FA ↓MEETINGS ↓MEMBERS ↓LITERATURE ↓EVENTS ↓CONTACTDONATE

E-RESOURCE LIBRARY

[Spanish E-Resources >>](#)

FAMILIES ANONYMOUS FOR ME?
But I'm not the one who needs help!

FAMILIES ANONYMOUS FOR ME?

July 6, 2023

ARE YOU TORN APART?
Trying to cope with a family that won't help you.

ARE YOU TORN APART?

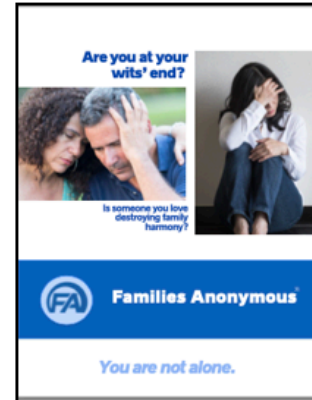
July 6, 2023

FAMILIES ANONYMOUS AND THE PROFESSIONAL COMMUNITY - LAW ENFORCEMENT

June 13, 2023

14 Published E-Brochures (English)

- 7014E - *Are You at Your Wits' End?*
- 5003-1AE - *Introduction to Families Anonymous*
- 5003-6E - *Helping*
- 6003E - *To the Concerned Family Member*
- 7003E - *Families Anonymous - for Me?*
- 7009E - *Are You Torn Apart?*
- 7012E - *FA Fact Sheet*
- 7010E - *Families Anonymous and the Professional Community* (7 in total):
 - Behavioral Health
 - Faith Leaders
 - Community Leaders
 - Healthcare
 - Educators
 - Law Enforcement
 - Employers



Location on the FA website



Search ...



View Cart

HOME

ABOUT FA

MEETINGS

MEMBERS

LITERATURE

EVENTS

CONTACT

DONATE

E-RESOURCE LIBRARY



[Spanish E-Resources >>](#)



12 Published E-Brochures (Spanish)

- 5003-1AES - *Introduction to Families Anonymous*
- 5003-6ES - *Helping*
- 6003ES - *To the Concerned Family Member*
- 7003ES - *Families Anonymous - for Me?*
- 7009ES - *Are You Torn Apart?*
- 7010ES - *Families Anonymous and the Professional Community* (7 in total):
 - Behavioral Health
 - Faith Leaders
 - Community Leaders
 - Healthcare
 - Educators
 - Law Enforcement
 - Employers





How you can help

- Go to the website, and share the e-brochures with:
 - members of the recovery community and appropriate agencies
 - those who can use the help of the FA fellowship.
- Inform members of your group about the existence of these e-documents.
- Consider joining this committee. We need expertise in the following areas:
 - Development of a subscription-based e-library
 - Assistance with outreach to the recovery community
 - Methodology to maximize exposure in various media.