



WORLD SERVICE – BOARD OF TRUSTEES MEETING

October 28, 2018

Meeting was held by Skype and opened at 9:02 AM PST/12:02 PM ET/7:02 PM SAST with the Serenity Prayer.

The Twelve Concepts were read.

Roll call: 7 voting members present

Approval of Minutes:

- Motion to approve the minutes of the 8/26/2018 meeting was made and seconded.
Vote: 7 = yes, 0 - no.

Secretarial Housekeeping:

- Motion to confirm 1 poll was made and seconded.
Vote: 7 – yes, 0 - no (Poll is listed on page 3).

Financials:

- Reports were submitted by Treasurer: Balance Sheet, Profit and Loss, Bank Statement, Stripe, QuickBooks spreadsheet

Total Assets: \$203,535.38

Literature Sales are down \$15,332.24

Royalty Income is down \$2,358.00

US Contributions are down \$1,439.22

International Contributions are down \$2,357.95

Total income is down \$19,203.10

Gross profit is down \$37,009.69

Operating Income is down \$35,323.47

Net income is down \$14,509.84

- Treasurer will research interest bearing accounts and report back to the board.

WSO Update & Needs:

- Executive Director was absent.
- WSO salary increases are pending board review of the employee handbook and the overall cost of the increases.

WSC Conference Account:

The 2018 Conference report is almost complete. The only outstanding item is mileage used for airfares. The WSC Committee plans to submit a budget for the next conference to the board.

- A motion to create a prudent reserve account for excess conference income was made and seconded.
Vote: 0 - yes, 7 - no
- A motion to create a World Service Conference account to receive overages from conferences was made and seconded.
Vote: 7 – yes, 0 - no



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10 minute break taken at 11:25 AM PST/1:25 PM ET/8:25 PM SAST.

Old Business

- Vice Chair, Chair and Treasurer will meet to complete Executive Director Duties/scale (performance evaluations and future hiring).
- Executive Director responded to the WSC Committee's request and Chair will send an email to the committee with instructions on how to access the WSO database.
- There is no update on bundle packaging.
- Vice Chair will make the proposed changes to the WS Handbook and post the results of the poll vote.
- Chair and Secretary will serve on an ad hoc committee to research audio books. A proposal will be presented at the next board meeting.
- We will research Al-Alon and Alateen literature to determine what can be removed from our literature.
- The ad hoc committee currently reviewing NSO language in the GWS will add royalty contracts to their tasks. Other additional topics will include:
 - Translation agreements
 - Expiration of contracts
 - Regional participation
 - Approval of printers
 - Copyright of translated documents (copyright attorney to be consulted).
 - International intellectual properties
- Iran sent questions regarding the yellow step book. Statements on pages 32 and 33 make it unclear whether this received conference approval. Further research will be done to determine if this item can be pulled.

Motion to close the meeting was made and seconded.

Next BOT meeting is 12/16/2019 at 9:00 AM PST/12 PM ET/7 PM SAST.

Meeting closed with the Serenity Prayer at 11:41 AM PST/2:41 PM ET/10:41 PM SAST.



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SECRETARIAL HOUSEKEEPING

[Poll votes confirmed by the Board]

1. Authorize Treasurer to request CPA to split annual payments over 12 months.
Results: Yes – 4, No – 0, Abstain – 0