

**5TH ANNUAL DEBTORS ANONYMOUS WORLD CONFERENCE
SAN FRANCISCO, CALIFORNIA
MINUTES OF THE SEPTEMBER 22, 1991 CONVOCATION**

Chairperson: Marjie M., Oakland, CA

Acting Secretary: Shirley W., Santa Rosa, CA

Trustees present and Committee served:

1. Tom C., NY – Fellowship Communications Committee/World Service Directory
2. George D., CA – Conference Committee - Nondebting Trustee
3. Richard C., CA – Fellowship Communications Committee/Ways & Means newsletter
4. Allan S., NY – Treasurer
5. Marjie M., CA – Chair
6. Diana D., NY – Literature Committee
7. Fred F., NC – Literature Committee
8. Peter S., Washington, D.C. – Conference Committee
9. Maureen K., NY – Service Committee
10. Bob P., CT – Service Committee - Nondebting Trustee
11. Alex K., NY – Finance Committee

Meeting began 9:20 a.m. with Serenity Prayer.

Fifty-seven (57) registered General Service Representatives (GSRs) and eleven (11) Trustees eligible to vote.

INTRODUCTIONS

Marjie M., Chair, General Service Board (GSB) of Debtors Anonymous – "There is enough time!" Long discussions are not possible. Philosophy is that we are putting trust in our Conference Committees group conscience to bring out majority of issues impacting anything voted on. Anything extraordinary will reveal itself. Burning concerns may be addressed.

Allan S., Treasurer, General Service Board:

- Report on Conference– Will have handle on how Conference has done by the end of the Convocation. \$495.13 collected at Saturday night speaker meeting 7th Tradition.
- Report from Legal Committee: – We are a incorporated, nonprofit organization, "Debtors Anonymous Board, Inc." All literature is copyrighted, any permission to reprint, xerox, or sell needs Boards permission on behalf of fellowship.

Also have trade and service mark for DA logo in a square. "Ways and Means" is a trademark and have applied for service mark for words "Debtors Anonymous." Protects name "Debtors Anonymous," protects material to make sure used for purposes set down in the 12-Steps and 12-Traditions.

COMMITTEE REPORTS

I. Service Committee: Marygrace C., Marin County, CA – Secretary

A. Work done in last year:

1. Completed Service Brochure - now called Service Note. Format changed to make simpler and more acceptable to membership. Available end of year.
2. Started at beginning of last year and finished before Conference, complete revision of GSR Booklet. Includes GSR Area Group Information and changed format to make more acceptable.
3. Conference calls throughout year very successful in getting work done that way.
4. Service Committee asked (at 1990 Conference) to go to fellowship, by way of questionnaire for reaction to adding Service as 12th Tool of DA.
 - a. Based on committee lengthy discussion and July 1991 questionnaire put out through Ways and Means, Service Committee unanimously recommends to Conference the approval of adding Service as the 12th Tool of DA.

B. Plans for next year

1. Go to fellowship through Ways & Means and ask how Service Committee can help to increase service in DA Fellowship.
2. Complete work on Service Brochure.
 - a. Marjie M., Point of clarification:
 1. Writing of paragraph included with Service as a Tool will be referred to Literature Committee.
 2. It was decided Literature Committee would write literature that has to do with program content & that other committees may write pieces termed Service pieces that do not deal with heart & soul of our program but rather describe ways service in program is conducted.
 - b. Marygrace: Moved that World Conference accept Service Committees recommendation that Service be added as the 12th Tool of DA.

Yes 47 No 7 Abstain 4 Motion Passed

Change In How We Vote

Marjie M.: Trustee, Bob P. said in AA if in asking for vote it is clearly a overwhelming

majority, no count is taken. Conference voted by overwhelming majority to use this method from this point on.

II. Fellowship Communication Committee: Jim C., Port Hueneme, CA – Chair

- A. FCC published new World Service Directory. 300 groups listed with 100 contact people.
 - 1. Listed are six countries outside US: Australia, Canada, Caribbean, France, Ireland, Great Britain, and getting information on Spain.
 - 2. Available at Conference, \$5 an issue. Order forms available for groups. Send orders to GSO.
 - 3. Primary goal is to register all DA meetings throughout world.
 - a. 1989 – 70 known groups, 1990 – 240, beginning of Conference 286 & by the work of people on committee here at Conference, there are now well over 300 known groups.
 - b. Problem – only 2/3 have either a GSR or contact registered, those that do not are called "orphan groups."
 - c. If you have not received Conference information, committee updates, literature updates, & complimentary copy of Ways & Means, fill out group registration form before leave today so you will be on mailing list. Give to committee member or mail to GSO.
 - 4. Committee members & regions they represent.
 - a. Greater New York - Jane P., NY
 - b. Great Lakes - Hollie A., MI
 - c. Pacific Region - Yolanda M., CA
 - d. South, Southwest, Plains, Mountains - Cindy C., TE
 - e. Northern California - Bay Area - Shirley W., CA
 - f. International Meetings - Jim C., CA
 - g. New England and Mid-Atlantic States - Richard C., CA, Trustee
 - h. Maintains database for all groups - Tom C., NY, Trustee
 - 5. Goal to increase subscriptions to WSD.
- B. Ways & Means is our International Recovery Newsletter, a quarterly publication. Subscription forms available.
 - 1. Goal: increase subscriptions.
 - 2. Many people do not know it exist – responsibility as GSR to get information out to their groups.
 - 3. Anyone interested in writing articles do through GSO or Richard C.
 - 4. Stats: 1989 - 84 subscribers; 1990 - 232; presently - 283.

5. All registered GSR's, group contacts, trustees, & Intergroups receive complimentary copy. Quarterly over 600 copies mailed.
- C. Members of GSR Area Boards – forward your mailing list to GSO, listing members & groups they are GSR for.
- D. Intergroup Liaison present: Steve R., CA

III. Literature Committee: Eric R., Berkeley, CA – Chair

- A. Reviewed work done over the years: "Using the Telephone"; "Anonymity"; "Communicating with Creditors"; "Debt Payment"; "Business Meetings."
- B. Continuing work of previous committees – drafts of four brochures presented. Send responses to them to Literature Committee c/o GSO:
 1. Recordkeeping
 2. AA Literature
 3. Awareness
 4. Sponsorship
- C. Work ahead – 5 concerns & committees formed for each.
 1. Literature in Process Subcommittee
 - a. Drafts presented this year.
 - b. Next years drafts: "Visions"; "Singleness of Purpose"; blurb for Service.
 1. Comments in advance, send to GSO c/o Literature Committee. Revisions will be considered.
 2. Tapes Subcommittee
 - a. Collecting tapes already available. Group in Florida where there were no one knew anything, used oldtimer tapes for recovery.
 - b. Taping pamphlets being explored.
 3. Degenderization Subcommittee
 - a. Exploring how to do that with existing literature, literature coming out, & 12 Steps & 12 Traditions.
 4. Stories Book Subcommittee
 - a. Collecting recovery stories already in existence. Send to GSO c/o Literature Committee – IBM compatible disc, Aski, WordPerfect or taped.
 - b. Progress will be printed in Ways & Means.
 - c. Marjie M. – Point of Clarification: Talked for about three years of doing DA "Big Book." Consulted half dozen 12-Step programs asking about process. Shortest amount of time - 7 years, longest - 20 years. Meanwhile felt need for more than pamphlets. Looked at OA Brown Book which has professional writing, short area on program content, & collection of recovery stories. Decision made to do collection.

1. Tons of tapes already in existence, some already transcribed. Problem when talking about a "Big Book" some have ego stake with having their story in book. Decided to use stories already available. Some parts of country taping stories & using.
2. Time line – end of year.
- d. Yolanda M., Southern California has book of oldtimer stories & will send to Literature Committee.
5. Members Concerns Subcommittee – Betty P., Boulder, MT
 - a. Concerns of individual group members brought to the Conference by GSR's will be addressed.
 - b. Will communicate through Ways & Means where appropriate.
- D. Draft on Record Keeping presented to Conference for vote.
 1. Passed by clear majority.

IV. Finance Committee: Claire B., NY and Mark K., CA – Co-Chairs

- A. 16 people on Committee, worked through dinner & lunch, plus had extra meetings.
- B. Historical archives from last year given to Committee.
- C. Goal – increase contributions.
- D. Action Plan
 1. Immediate: Educate, Communicate, Motivate. 2 subcommittees.
 - a. Increase Contributions Subcommittee – ideas & projects.
 - b. Education Subcommittee
 1. Communicate to GSR's & groups.
 2. Pamphlet – follow AA prototype – what is the GSO & why does it need our support?
 2. GSR's – ask their group to pay for Ways & Means subscription.
 3. Suggest treasurer or secretary read following statement at 7th Tradition time. Will also appear in next Ways & Means.
 - a. "DA has no dues or fees. We are self-supporting through our own contributions, so we pass the basket. Please give as generously as you can. However, if you cannot, please keep coming back. Please keep in mind that our groups monthly expenses are \$_____ & additionally we are responsible for supporting the fellowship as a whole."
 - b. May wish to add an itemized list of groups monthly expenses, & how distributions made after group needs met: 45% GSO; 45% Intergroup; 10% Area Board.
 4. Submitted list of ideas generated by last years Finance Committee to increase contributions. Will appear in Ways & Means.

- a. Want to generate exchange of ideas.
- b. Inform FC via GSO of any successful events.
- c. FC will take under advisement concern over getting involved in outside enterprises & bring guidelines to the fellowship as they develop.
- d. Marily M., CA – Devised Pressure Group Fair – felt more people would stay in DA. Had huge number of people turn out.

V. Public Information Committee: Mary M., IL – Chair

A. Recap what was done last year – 3 subcommittees

- 1. Slow is the Way to Go Manual Subcommittee
 - a. Guidelines on how to handle & process request from 3 groups PIC responsible for working with.
 - 1. Media
 - 2. Helping Professionals
 - 3. General public at large
 - b. Delete phone number on back of 3rd page of manual after word "Live." Diana D. - trustee is no longer serving on PIC.
- 2. 'Attraction vs. Promotion' Subcommittee (identify, define, & clarify difference).
 - a. Concern of new groups, new areas, and people new to 12-Step programs in general.
 - b. Have working draft & will refine this year to be presented in some form next year.
- 3. Teleconference Subcommittee
 - a. Critical element in keeping committee together.
 - b. Met every 3rd month – Diana D. as trustee informed committee of national happenings, regional reports on media, & kinds of requests needing processing, plus keeping up with committee work.

B. This years meeting

- 1. Regional reports – request & how handled.
- 2. Transition time – Diana shared information necessary to go forward. Mary O., will be taking over as trustee.
- 3. Elected officers – Mary, Chair & Interim Treasurer; Carol & Paula co-secretaries.
- 4. Established 4 subcommittees
 - a. Slow is the Way to Go Manual Subcommittee – continue revising & refining.
 - b. 'Attraction vs. Promotion' Subcommittee – continue work & communicating to fellowship.

- c. Media Coverage Tracking Subcommittee
 - 1. Collect articles written about DA around country.
 - 2. GSO has some archives of that.
 - 3. Invite membership to send to PIC via GSO any articles written.
 - 4. Will assemble in book & bring to next years Conference.
 - 5. See this as beginning of data base – can see national trends, etc.
- d. DA Fact Sheet Subcommittee (develop)
 - 1. Quick nugget type facts.
 - 2. When DA formed, number of members, number of groups, address & phone number of national office, etc.
- 5. Continue every 3 month teleconference.
- 6. Respond to request as come in.
- 7. Develop spending plan.
- C. Other ideas generated & put into holding file for future work.
 - 1. Develop & produce educational video tape and make available to media & helping professionals at request.
 - 2. Develop suggested format for conducting local or regional DA public information days.
 - 3. Develop and produce audio tapes.
 - a. Will communicate with Literature Tapes Subcommittee.
 - 4. Develop & produce public service announcements.
- D. Mary O. – one way to allow people to learn about DA & give public information is to use an AA tradition of having open speaker meetings.

VI. Conference Committee: Duncan G., Santa Rosa, CA – Chair

- A. How interactive does Conference Committee want to be with concerns GSR's bring to Conference?
 - 1. Process should be within this committee.
 - 2. Send "My Issues" form to GSR's through Ways & Means if possible by March 1st, return to GSO by May 31st.
 - 3. This year lack of information as to who Conference Committees Chairs were going to be. If known earlier, could have been integrated into that committee agenda.
 - 4. Proposed agenda items should be sent to GSR's so they can be instructed with their groups conscience & have their group's feedback on issues brought up at Conference.

- B. Will next years Conference have a Fellowship Day?
 - 1. Feel it is integral part of World Conference & produces large portion of income.
 - 2. Should another day be added to make 4 days. Consensus - No.
- C. Structure/Guidelines/Qualifications for Conference Host City Committee.
 - 1. Delegate from City bidding for Conference must have attended previous World Conference.
 - 2. Delegate must have attended Conference, returned to city & have a group conscience for willingness to host.
 - 3. Policy – Commitment from Host City to attend World Conference with a Committee Chairperson one year in advance.
 - 4. Conference Planning Packet Subcommittee: Tori B. and Sierra F., Co-Chairs. Put together & send to GSR's by April 1992 for review & input.
- D. Touched briefly on GSR absentee vote – took straw vote – Yes-1; No-7; Abstain-4.
- E. Restructuring Proposal: Intergroup would elect & fund GSR's to Conference from monies received from meetings.
 - 1. Overview & comments on proposal by those proposing.
 - a. Steve R., Southern California – to help improve communication between General Service Board & membership.
 - b. Marily M., Southern California – for better flow of communication between GSR's & Intergroup.
 - 2. Conference Committee agreed that this is an important document & will be discussed throughout coming year in order to present to 1992 World Conference in fuller & more informed manner.
 - 3. Susan P., Boston – shares Boston's experience -
 - a. No GSR from Boston going to Conference due to individual groups not having enough money.
 - b. Asked Intergroup if they could be resource through which all area groups could pool resources & send at least one person.
 - c. Intergroup Reps sent back to groups asking if they would donate their GSR funds & name of their GSR. They agreed.
 - d. Intergroup elected to donate sum of money equal to pooled money to fully fund one GSR & any leftover would go to fund another person.
 - e. Thus Intergroup & GSR's worked together with Intergroup being main vehicle.
 - 4. Proposal will be distributed to all GSR's during year for input.
 - 5. Comments from Convocation Membership:

- a. Jerome S. – Very sensitive area, affects structure of DA now and in the future. Issues of misrepresentation arise – there is San Diego Intergroup, Orange County Intergroup & LA Intergroup. Only one Southern California DA. LA representing itself as Southern California Intergroup in printed literature. Concern if this appropriately handled by Conference Committee.
- b. Marjie M. – Goes to Conference Committee because it has 2 functions
 - 1. Organizes Conference itself (the event).
 - 2. Looks at DA structure i.e. - Interim Conference Charter. Anticipate that these are flexible & can change with growth of fellowship as it has in other fellowships. As gets larger may get too cumbersome to have one meeting one vote & may need to go to different system. Not the case yet.
- c. Fred F. – Charter states members are area delegates which leaves open, states clearly groups give us our directions, not Intergroups.
- d. Duncan G. – each group autonomous; each group, Intergroup, & each GSR Area Board will be looking at this issue & we will get feedback from them to handle at group conscience level.
- e. Marilyn M. – Not a local issue, not about problems in Southern California. Came from looking at models in other programs.

F. Conference Interim Charter

- 1. 3 year Interim Charter introduced in Washington 1989.
- 2. Up for ratification next year.
- 3. If ratified can be amended at any subsequent Conference with exception of #10 General Warranties of Conference.

G. Items Tabled

- 1. Ways to facilitate meetings at Conference, Intergroup, GSR Area Board and group level. Consensus vs. Robert's Rules.
- 2. Absentee voting
- 3. Is it Open Conference?
 - a. GSR's and Trustees vote – want to inform membership that this is Open Conference. All members invited to come if interested in business but cannot vote.
- 4. All Conference Members use full names.

H. Conference 1992-1993

- 1. Voted 2 years ago San Francisco 1991 & Dallas 1992
- 2. Consensus in Dallas that they are not ready to take on responsibility, do not have enough experience, & did not have enough information of what would be expected of them.

3. Conference Committee has worked on Conference structure & had not grown far enough to put out guidelines, requirements or any kind of information. Now aware of need & doing that.
4. Boston had been interested in hosting 1992, their Intergroup contacted confirming yes they would host.
5. Dallas interested in hosting following year.
6. Duncan G. motioned that Boston host 1992 & Dallas 1993. Passed by clear majority.

END OF COMMITTEE REPORTS

Miscellaneous Items

DA Memorial Conference Gavel presented to Boston for opening 1992 World Conference.

7th Tradition collected at Convocation \$214.00

Duncan G. – Special thanks to Paige J., Conference Treasurer, for tremendous amount of work done throughout the Conference.

Marjie M. – Closing Poem

"Bless us like flowers growing
Let us smile & nourish each other
Let our work together be like
Beautiful baskets thoughtfully
Woven together to contain
Our love for us all."

Closing Prayer: Serenity Prayer.

In Love and Service,

Shirley M. Welsh
Acting Secretary
1410 Forestview Dr.
Santa Rosa, CA 95401

Secretarial Committee:
Marigrace Cohen, San Francisco, CA
Kerry Humphrey, Berkeley, CA

MINUTES OF EACH COMMITTEE

Note: page numbers may not be consecutive
due to removal of rosters.

FELLOWSHIP COMMUNICATIONS COMMITTEE MINUTES (9/20-21/91):

A. Regional responsibility

1. Goal: Contact "orphan" groups. Groups without Registered GSR or Registered Contact Person.
2. Assignments: Members assigned to regions. Each member to contact the orphan groups in their region.
3. Handouts: DA Directory of Meetings and Contacts. Also, list of orphan meetings in the various regions. A third handout was an additional region listing with additional information on it.
4. Process: Members will use these lists to call the general area where an orphan group exists and establish a contact person in that area to obtain the necessary information.
 - a. Once contact is made a request for that person to fill out a Group Registration form to send to GSO is made.
 - b. Follow-up is done approximately in two weeks if possible.
 - c. Tom will reissue the regional lists every 6 mos. This will provide the committee members with proof that the Group Registration form was submitted to the General Service Office.
 - d. A member may take any other updated information while in the process of obtaining a contact person from an orphan group.

B. Communication with Intergroup

1. Use Intergroup representatives to assist you in locating contacts.
 - a. Those areas that have a Area General Service Board go through their operations.

C. How are we (the members) going to communicate with one another throughout the year?

- a. Each member is to call Jim, the Chairperson, to give him their progress report.
- b. 6 mos. may/may not have a conf. call.

D. Liaison between Fellowship Communication GSR's and Intergroup representatives.

E. Ways and Means Newsletter

1. Registration form for groups sent at same time W&M is. Note will be sent out on next mailing that will explain how to use forms and when. 525 subscriptions mailed out.
2. Goal: Be an international newsletter, i.e., to have articles submitted from all areas of the USA and world.
3. Solution: Each committee member to get two individuals from their region to submit an article for the newsletter to Richard.

F. World Service Directory and its distribution.

1. Cost \$3.14 to produce each one & other incurring costs.
2. Sell for \$5 to cover cost and keep it this amount for approximately two (2) years.
3. Made available through mail for \$5 plus postage and handling.
4. There will be an article on the availability of this directory in the Ways & Means Newsletter.
5. 50 were printed last year. Same amount will be printed up this year.

G. Maintenance of data base.

1. Tom has had this database on his computer for two (2) years.
2. Cindy is willing to take over this responsibility. Coordinate with Tom.
3. Intergroup to sent mtg. lists every month to GSO office.
4. All Regional GSR groups to send in a mailing list of themselves and meeting they represent.

Spending Plan:

Ways & Means	\$3,000
World Service Directory	950
General Service Rep list	550
General Contact w/in Committee	400
	<hr/>
	\$4,900

- GSO Treasurer wants receipts once a month
- Clarity: Richard to write article in W&M about WS Directory.

CONFERENCE COMMITTEE MINUTES (09/20-21/91)

- A. How interactive does the Conference Committee want to be with concerns that GSRs bring to the Conference?
1. Process should be within this committee.
 2. There should be a formal structure for channeling information to the GSRs.
 3. At the very least, the Conference Committee should send out the "My Issues" forms to the GSRs prior to the Conference in order that the GSRs may promote information from their groups.
 4. Conference Committee should send out the "My Issues" forms earlier than last year to enable the Committee to process the forms:
 - Send out no later than 1 March
 - Return by 31 May (to GSO)
 5. Proposed agenda items should be sent to the GSRs so that they can attend the World Conference instructed with their Group Conscience.
 6. "My Issues" form and the Proposed Agenda should be mailed out with the Ways & Means, if possible.

B. 1992 World Conference

1. Will next year's World Conference have a "Fellowship Day" or not?

Committee felt it was an integral and important part of the World Conference, and produced a large portion of the income for the Conference, so it should be retained.

2. Question: Should we add another day, making it a 4-day conference?

Answer/Vote: Unanimous No!

C. Structure/Guideline/Qualifications for Conference Host City Committee

1. It should be a minimum requirement that any city delegate to bid for the Conference must have attended the previous World Conference.
2. Delegate must attend the Conference and return to his/her city, and the group from that city must have a group conscience for willingness to host the next World Conference.
3. Policy: Commitment from the Host city to come to the World Conference with a Committee Chairperson (one year, in advance).
 - a. A Conference Planning Packet be put together for potential Host Cities for reference.
 - b. A subcommittee (Tori & Sierra) was formed for this purpose. It will be sent to GSRs by April 1992 for their review and input.

- D. On the issue of asking for absent GSR votes, a vote was taken by the Conference Committee, and the results follow:
- 1 - Yes
 - 7 - No
 - 4 - Abstain
- E. Regarding *Restructuring Proposal* from the Southern California DA Intergroup:
1. Marilyn and Steve R. from SCDA Intergroup presented an overview and their comments on the proposal.
 - a. Purpose of the proposal (as stated by Steve):
"To help better communicate to the membership anything they need to know in order to help them work their program better."
 - b. Purpose of the proposal (as stated by Marilyn):
"Better flow of communication between GSRs and Intergroup."
 - c. Intergroup would elect and fund GSRs out of the monies they receive from meetings.
 2. The Conference Committee agreed that:
 - a. The Restructuring Proposal is an important document.
 - b. That this issue be discussed throughout the coming year in order to present it at the 1992 DA World Conference.
 - c. That the document be distributed to all GSRs during the coming year, in order to get their input.
 - d. That the Boston representative should describe what occurred this year with their groups with regard to funding GSR representation to the 1991 World Conference.
 - e. That each GSR should take this issue back to their group for presentation (information).
 - f. That the Conference Committee would communicate during the year and work toward regional representation.
 - g. That we would bear in mind that each group is autonomous and we are not telling the fellowship what to do.
- F. On the issue of the Interim Conference Charter:
1. The Conference Committee's intent is that the Committee discuss this throughout the year and work toward presenting it for ratification at the 1992 World Conference.
 2. The Conference Committee has agreed to formulate:
 - a. a spending plan for conference calls required, postage for mailings, etc.
 - b. an action plan for organization of Subcommittees to work on different items during the year.

3. A conference call of all committee members will be held on Sunday evening, October 20, at 10:00 p.m. EST.
 4. Point of information discussed:
 - a. If the Interim Conference Charter is adopted, it can be amended by any subsequent Conference with the exception of #10, General Warranties of the Conference.
- G. Those items on the Agenda which were tabled by the Conference Committee include:
1. Consensus vs. Robert's Rules.
 2. Absentee voting (although there was a vote taken of the Committee members as indicated in Item #4 of these minutes).
 3. Only the GSRs and Trustees vote; however, the World Conference is an open conference.
 4. All Conference members use full names.

PUBLIC INFORMATION COMMITTEE MINUTES (9/20-21/91)

I. Old Business

- A. Reviewed ongoing business from past year.
 - 1. Three subcommittee reports.
 - a. Public Information (PI) "Slow is the Way to Go" manual completed and sent to all GSRs (PI manual Subcommittee).
 - b. Attraction vs. Promotion (AVP) guidelines (draft) generated in committee. (AVP Subcommittee).
 - c. Teleconferencing Subcommittee held five phone meetings during past year ('90-'91).
- B. Regional PI Reports (past year's activity)
 - 1. West Coast
 - 2. Mid-West
 - 3. East Coast
- C. Transition to new Trustee – Diana communicated what we needed to know in transition.

II. New Business

- A. Elected new officers:
Mary M., Chair
Paula and Carol D., Co-Secretaries
Mary M., Interim Treasurer.
- B. Set-up new Subcommittees:
 - 1. PI Manual editing
 - 2. AVP Guidelines
 - 3. Media Coverage Tracking
 - 4. Fact Sheet
- C. Prepared agenda for 1991-1992
 - 1. PI "Slow is the Way to Go" manual
 - a. Will be revised/updated.
 - b. Will be distributed to all GSRs.
 - 2. AVP Guidelines
 - a. Will continue to be developed and finalized.
 - b. Will be distributed to all GSRs.
 - 3. Media Coverage Tracking
 - a. Will collect magazine and newspaper articles relating to DA and prepare notebook of clippings to be available for viewing at next year's conference. Notebook will be sent to GSO after next year's conference for inclusion in DA's archives.

4. Fact Sheet
 - a. Will collect statistics relative to DA.
 - b. Develop and write Fact Sheet for use by media, helping professions and general public (PI Committee's constituents)
5. Future Projects (Holding File)
 - a. Develop and produce educational video on DA.
 - b. Develop format for conducting local DA Public Information days for media, helping professionals and general public.
 - c. Develop and produce audio tapes.
 - d. Develop and produce PSA' (public service announcements) about DA for radio.
6. Committee Work Plan
 - a. Teleconferencing Plan
 - b. Plan for responding to requests for information from media, helping professionals and general public.
7. Spending plan
 - a. \$2,300 to cover all costs of Committee operation for one year. Includes phone, supplies, printing, postage, copying, and related expenses.

SERVICE COMMITTEE MINUTES (9/20-21/91)

I. Old Business

A. Service as a Tool

1. Reviewed questionnaires.
2. Discussed issue.
3. Unanimous agreement to recommend to the GSRs/Conference to adopt Service as the 12th Tool of DA.
4. Statement written – will be presented by Marigrace. If approved, we will ask Literature Committee to write the wording.

B. Review Service Brochure.

1. Reviewed *Service* brochure notes. We like it. Correct typos. Will add two personal statements and the 5th Tradition on the back. Hope to have brochure available before the end of 1991.

C. Congratulations on GSR revision.

II. New Business

A. New officers

1. Sharon and Marigrace continue in office. First conference call Nov. 3, 1991. Will publish questionnaire in Ways & Means.

B. Spending Plan

1. We will determine our Spending Plan during first conference call (Nov. 3, 1991).

C. Work of the Service Committee

1. 1991-1992 – finish Service (Brochure) notes.
2. Poll membership on "expressed needs." This will help the Service Committee determine its work.
3. How can we involve more DAs in giving service?
4. Focus on Pressure Groups and Sponsorship.

D. Proposal to reorganize

1. Discussion of re-organization proposal as presented by Los Angeles Intergroup. Long discussion, no conclusions reached. Marjie M. participated for about 20 min.

Notes:

- Committee Membership List distributed to the members.
- Marigrace will present our Committee Report at the Conference.

LITERATURE COMMITTEE MINUTES (9/20-21/91)

Old Business

1. Big Book Development moved to stories book – subcommittee created. Stories exist of old timers on tape, plus previous pamphlet materials. Stories book is #1 priority of Committee, and draft is planned for Sept. 1992.
2. Pressure Group Pressure Relief Group nomenclature tabled for this year. Basically, is a regional-Midwest-concern.
3. Degenderization – Concerns of Chicago conference created a subcommittee to address these concerns.
4. All tools projected to be pamphlets-but once tools pamphlets finished, look to other kinds of literature.
5. 1990 finances appropriated but not used; lack of clarity about spending plan. Need to talk to old treasurer, Michelle S.
6. Not all literature in progress will be developed.
7. Teleconferencing will be scheduled throughout the year and planned – 5 calls, 1 1/2 hrs each, 8:45 pm, Sundays.

New Business

SUBCOMMITTEE PROGRESS

1. Stories Book/Recovery Stories Book – Interim Subcommittee Chair, Cindy E., San Francisco

Subcommittee is collecting existing stories of DA members and requests are being made. Jim Birdsall from S.F. will receive them. Send on IBM compatible to GSO c/o Literature Committee.
2. Members concerns – GSB solicited fellowship for concerns of individuals or groups. Betty of Boulder, MT will forward synthesized concerns to Ways & Means newsletter for fellowship-wide distribution.
3. Tapes Subcommittee
 - a. First priority is obtaining oldtimers tapes in Florida.
 - b. Get our literature on tape for next years conference.
 - c. Investigate copyright issues.
 - d. Get all literature taped (pamphlets).
4. Degenderization Subcommittee – Focuses on:
 - a. Changing *12x12* and *Big Book*
 - b. Liaison with Board to monitor all writings
 - c. Legal and copyright issues

- d. Long-term issue of taking international group conscience on degenderization.
- 5. Literature in Progress Subcommittee – Nicole from London, U.K./Los Angeles
 - a. Vote on recordkeeping today at conference.
 - b. Oct. 19, 1991 deadline for comments on "AA Literature" and "Sponsorship" pamphlets.

Nov. 19, 1991 deadline for "Awareness" and "Singleness of Purpose" pamphlets.

Jan. 19, 1992 deadline for "Visions" pamphlets.
 - c. Persons delegated to "shepherd" each piece of literature with writer and Nicole will edit.

FINANCE COMMITTEE MINUTES

Old Business

A. 9/19/91

1. Sharon – gave an update of what last year's Finance Committee did. It consisted of four members from Chicago who researched what Finance Committees in the past had done. A booklet was compiled, giving the history and providing an archive as a basis for future Finance Committees.
2. Alex – clarified that the Committee is an "action" body, open-ended and visionary.
3. Sharon – read a letter created last year (1990) by the Finance Committee to GSBs. It included a list of different ways groups could generate money for the fellowship (e.g. events, functions, etc.)
4. Alex – stated that the maximum allowable contribution to DA is \$500 per individual. One thing that came out of last year's Committee – that's been incorporated – is the "thank you" card sent to every group and individual who contributes to the GSO. A few years ago the Service Committee determined that we don't do fund raising in DA. You can't put pressure on people to give money here. The greatest principle we have to rely on is communication.
5. Alan S. – **probably only 15%** of the groups send **any** contributions to the Fellowship. We have to educate people about responsibility.
6. Judy – asked for groups to share their experience, strength, and hope on profitable "fundraising" ideas.
7. Alex – shows AA pamphlet "Supporting the AA Support System" and an AA pamphlet from England. He would like to see the Finance Committee put out a similar product.
8. John B. – What is the Fellowship's spending plan?
9. Alex – suggests taking a look at the statement of revenue and expenses.
10. John B. – What about targeting groups that give nothing? Maybe we could regionalize this?

B. 09/20/91

1. Alex – I would hope that the Finance Committee will adopt responsibility to increase contributions to the Fellowship (e.g. come up with ideas, develop resources and put them into action - like getting a pamphlet printed).
2. Claire – proposes a pamphlet as a tool and objective for raising contributions.
3. John – Has anyone figured out what the fixed cost is for keeping groups informed?
4. Alex – We're not doing cost accounting.
5. Nancy – It is against tradition to have a professional evaluate ideas that work in other 12-Step fellowships.
6. Alex – The average contribution per group is \$24.

We set an agenda for the balance of our time:

- i. Increasing contributions.
- ii. Education – pamphlet on self-support.
- iii. Vehicles for generating and communicating "fundraising" ideas to GSRs and the Fellowship.
- iv. Operations, including electing officers (Chair, Treasurer, Secretary); structure and work of the Committee in 91-92; developing the Committee's spending plan.

Increasing Contributions/Vehicles to increase contributions

1. Elaine
 - a. Proposed giving the list of ideas in last year's letter (see A.3) to the Fellowship Communications Committee for inclusion in the Ways & Means. **Passed.**
 - b. Proposed a treasurer's statement to be disseminated to all GSRs; [delegated to Subcommittee to draft]. The statement outlines the notion of self-support and expenses to be met.
2. Margaret – suggested that GSRs suggest to their groups that the groups pay for their GSRs Ways & Means subscriptions and that a subcommittee be set-up to create specific language to implement this idea. **Passed.**
3. Judy – suggested we put out at the Conference during our report that anyone who has conducted a profitable event contact a Committee Member after the report. **Passed.**
4. Margaret – suggested to GSRs that they read the Ways & Means during the meetings and that we communicate this to GSRs. **Passed.**

We passed the basket among ourselves and collected \$12.50. \$6.90 to reimburse Clair for copying costs and \$5.60 to be donated to the GSO.

John – moved that we pass the basket during our Finance Committee report. **Passed.**

Alex – suggested that we have a dialogue with Intergroups regarding Intergroup spending plans and GSO. **Tabled.**

John – proposed developing a "self-supporting through our own contributions" pamphlet in a subcommittee. **Passed.**

Elections: – It was decided to have one CA Co-Chair and one NY Co-Chair. Clair (NY) and Mark (CA) were elected Co-Chairs.

Nancy (CA) was elected Treasurer.

No Secretary was elected. No one was available.

The following Subcommittees were formed:

1. Educational
 - a. Pamphlet – John and Co-Chairs.
 - b. Communicating to Groups and GSRs.
2. Increasing Contributions

A Subcommittee met and drafted a statement to be read as part of this Finance Committee's report on Sunday (09/23/91) and disseminated through the Ways & Means.

"Through listening to group experience, we have learned there is a diversity in the 7th Tradition statements.

The Finance Committee recommends the following suggested statement for the secretary or treasurer to announce at the 7th tradition break.

We believe this will give greater clarity and enhance 7th Tradition contributions."

"DA has no dues or fees. We are self-supporting through our own contributions, so we pass the basket. Please give as generously as you can. However, if you cannot, please keep coming back. Please keep in mind that our group's monthly expenses are \$ _____* and, additionally, we are responsible for supporting the Fellowship as a whole.**

*You may wish to add here an itemized list of the group's monthly expenses, e.g. Rent - \$ _____, Prudent Reserve - \$ _____ (one month's rent), contribution to GSR's Spending Plan, etc.

**You may wish to add here, the suggested distribution of funds, collected over the group's monthly expenses (i.e. contributions available after our group's needs are met and distributed as follows: 45%→GSO, 45%→Intergroup, 10%→area GSRs).

DEBTORS ANONYMOUS GENERAL SERVICE BOARD, INC.
STATEMENT OF REVENUES AND EXPENSES (UNAUDITED)
January 1, 1991 through August 31, 1991

Revenues

Contributions		\$ 8,160.14
Literature Sales		\$20,604.01
Ways & Means		\$ 943.00
World Conference:		
Chicago	\$ 2,460.00	
San Francisco	\$ -0-	\$ 2,460.00
Bank Interest		\$ 280.10
<u>Total Revenues</u>		<u>\$32,447.25</u>

Expenses

Rent		\$ 6,000.00
Office Adiministrative		\$ 5,382.75
Personnel:		
Salaries	\$ 2,892.60	
Payroll Taxes	\$ 1,035.00	\$ 3,927.60
Insurance		\$ -0-
Trustee Travel		\$ 4,215.56
Answering Service		\$ 507.79
Ways & Means		\$ 1,593.06
Literature:		
Printing	\$16,905.00	
Shipping	\$ 594.09	
Development	\$ 498.32	\$17,997.41
Service Pamphlets		\$ -0-
World Conference:		
Chicago	\$ 269.63	
San Francisco	\$ 300.00	\$ 569.63
Committees:		
Conference	\$ -0-	
Fellowship	\$ 31.60	
Public Information	\$ 646.68	
Recovery Book	\$ 302.62	
Service	\$ 48.10	\$ 1,029.00
Filing Fees		\$ -0-
Bank Charges		\$ 91.96
Returned Checks		\$ 111.95
Donations:		
Cash	\$ -0-	
Literature (@ face)	\$ 50.35	\$ 50.35
Gifts		\$ -0-
<u>Total Expenses</u>		<u>\$41,477.06</u>

STATEMENT OF ASSETS AND LIABILITIES (UNAUDITED)
As of August 31, 1991

Assets

Cash in Bank:		
General Funds	\$ 136.14	
Literature Funds	\$ 2,961.55	\$ 3,097.69
Literature Inventory (@ cost)		\$ 7,731.35
Security Deposit		\$ 600.00
<u>Total Assets</u>		<u>\$11,429.04</u>

Liabilities

Accounts Payable		\$ 2,750.00
Payroll Taxes		\$ 318.00
<u>Total Liabilites</u>		<u>\$ 3,068.00</u>

DEBTORS ANONYMOUS GENERAL SERVICE BOARD, INC.
STATEMENT OF REVENUES AND EXPENSES (UNAUDITED)

THREE-YEAR COMPARISON

	1991 Annualized (Jan-Aug)	1990 Actual (12 months)	1989 Actual (12 months)
<u>Revenues</u>			
Contributions	\$ 12,240	\$ 11,355	\$ 14,477
Literature Sales	\$ 30,906	\$ 27,813	\$ 11,956
Ways & Means	\$ 1,415	\$ 1,285	\$ 524
Bank Interest	\$ 420	\$ 408	\$ 287
World Conferences	\$ 9,150	\$ -0-	\$ 11,564
<u>Total Revenues</u>	<u>\$ 54,131</u>	<u>\$ 40,861</u>	<u>\$ 38,808</u>
<u>Expenses</u>			
Rent	\$ 9,000	\$ 4,330	\$ 900
Security Deposits	\$ -0-	\$ 600	\$ -0-
Office Administrative	\$ 8,075	\$ 5,916	\$ 3,840
Payroll & Payroll Taxes	\$ 5,892	\$ 643	\$ -0-
Insurance	\$ 218	\$ 218	\$ -0-
Trustee Travel	\$ 6,264	\$ 5,849	\$ 1,619
Answering Service	\$ 762	\$ 939	\$ 694
Ways & Means	\$ 2,390	\$ 1,004	\$ 491
Literature	\$ 21,097	\$ 13,777	\$ 18,243
Service Pamphlets	\$ -0-	\$ 2,470	\$ -0-
World Conferences	\$ 5,866	\$ 1,901	\$ 6,956
Committees	\$ 1,544	\$ 1,418	\$ 1,968
Filing Fees	\$ -0-	\$ 625	\$ 300
Bank Fees	\$ 138	\$ 43	\$ 185
Returned checks	\$ 168	\$ 677	\$ 375
Donations	\$ 75	\$ 729	\$ 125
Gifts	\$ -0-	\$ 184	\$ -0-
<u>Total Expenses</u>	<u>\$ 61,489</u>	<u>\$ 41,423</u>	<u>\$ 35,696</u>

Notes:

- (1) The 1991 annualized year-to-date figures were calculated by dividing the January 1 to August 31 actual totals by 8 and multiply the result by 12 unless more accurate figures were achieved by adding the January 1 to August 31 actual totals and projections for the period September 1 to December 31.
- (2) The Statement of Revenues and Expenses presents the cash flow of the General Service Board in the year in question. It excludes assets (i.e. cash in banks and literature inventory) and liabilities (i.e. accounts payable and payroll taxes).