

**The 13th Annual Debtors Anonymous
World Service Conference**

1999 Final Report

Craigville Conference Center, Craigville, MA October 9-13, 1999

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Confidential—full names used. Since this report is a *confidential* D.A. document, for members only, it contains members' full names and addresses. This is to facilitate communication within D.A., while respecting our Tradition of anonymity in *public* communications and with media (press, radio, TV, etc.)

1999 Board Report to the Conference

General Overview DA General Service Board:

This year the board has changed in its composition. As you know from 1998, seven new Trustees joined the board in 1998. As a result, we have been a relatively young board. Despite this the board accomplished a great deal.

Currency of Hope:

The recovery book, "A Currency of Hope" was published and distribution was started in May. The GSB has already ordered the second printing of the recovery book and was prepared to pay for it with a fully funded reserve.

DA General Service Board Face To Face Meeting:

The Board held a mid-year F2F meeting in May, 1999 in Scituate, MA. For the first time in six years, the entire board had the opportunity to visit the DAGSO coincidentally on the same day that the recovery book, "A Currency of Hope" was delivered. We met our then employee Jeri and thanked her for all her service.

DA General Service Office:

The board converted Jeri from a contract worker to part time office coordinator. In July, she found a full time job, so that the board hired Lucie G. to fill the office coordinator roll. Due to changes in our space needs, the Board decided to move the office across the hall into a larger office. In addition, the Board purchased a new computer and printer. The board also created an Office Advisory Committee, which is populated by local DA members from New England. Bea will be giving specifics on the operations of the office a little later.

Work of the DA General Service Board 1998-99:

DAGSB Finances:

The Board established a Finance Committee to assist the Treasurer in the development and management of the spending plan and reviewing financial policy. According to the N.Y. State Department Charities and Registration and the N.Y. State Department of Law, where we are incorporated, required that D.A. hire an independent New York CPA to review our 1998 Financial Statements. Hollie will provide Financial Information a little later.

Literature The Board approved with slight revision the Literature development process that the Lit. Committee created last year. The Board established a Publications Committee, which is responsible for literature, after it has completed the creation process. The Board approved and authorized "Notes for Newcomers" and "The Twelve Signposts" to go before the conference for Conference Approval.

New Committee Structure:

The Board created three new committees: a Long Range Planning Ad-Hoc Committee, which is chartered to develop a three year strategic plan for the board; a standing Office Committee, which is charged to provide support and advise on office issues and management; an Ad-Hoc Personnel Policy, to develop Personnel Policies for GSO employees; an Ad-Hoc By-Laws Committee, to revise and amend the DAGSB By-Laws originally written when DA was incorporated in 1986;

Debtors Anonymous General Service Board

Balance Sheet

As of December 31, 1998

	Dec 31, '98
ASSETS	
Current Assets	
Checking/Savings	
BOA Checking	11,704.51
BOA Savings	6,753.99
BOA/RB Account	13,548.67
Total Checking/Savings	32,007.17
Other Current Assets	
Cash Over/Under	118.62
Petty Cash	248.50
Prepaid Rent	300.00
Total Other Current Assets	667.12
Total Current Assets	32,674.29
Fixed Assets	
Office Equipment	
Office Equip	2,220.16
Office Equip - Accum Depr	-2,220.16
Total Office Equipment	0.00
Total Fixed Assets	0.00
Other Assets	
Inventory	
Audio Tapes	225.00
Pamphlets	9,506.21
Total Inventory	9,731.21
Rent Security Deposit	300.00
Trademark Costs	1,860.67
Total Other Assets	11,891.88
TOTAL ASSETS	44,566.17
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	998.22
Total Accounts Payable	998.22
Other Current Liabilities	
Fed/Fica/MC Payable	219.47
NYC Income Tax Liability	3.50
NYS Income Tax Payable	1.80
NYS Unemployment Tax	9.90
W&M Liability	943.00
Total Other Current Liabilities	1,177.67
Total Current Liabilities	2,175.89
Total Liabilities	2,175.89
Equity	
Fund Balance	9,395.61
Net Income	19,611.99
Opening Bal Equity	12,440.88
Prudent Reserve	941.80
Total Equity	42,390.28
TOTAL LIABILITIES & EQUITY	44,566.17

Debtors Anonymous General Service Board
Statement of Revenue & Expense
 January through December 1998

	Jan - Dec '98
Ordinary Income/Expense	
Income	
Contributions	46,974.33
In-Kind Cont	522.05
Interest Earned	232.21
Literature Sales	23,712.76
Other Income	265.00
Ways and Means	2,057.66
World Service Conf.	15,628.00
Total Income	89,392.01
Cost of Goods Sold	
Literature Costs	7,167.92
Registered Meeting Lists	0.00
Ways & Means Expenses	792.29
Total COGS	7,960.21
Gross Profit	81,431.80
Expense	
Bank Fees	163.00
Board Admin	9,869.18
Board Travel	5,843.78
Depreciation Expense	2,220.16
Fellowship Committee	92.98
Filing Fees	25.00
Insurance	293.00
Literature Committee	49.14
Office Admin	14,916.89
Payroll Expenses	4,733.03
Professional Fees	120.00
Public Information	2.75
RB Development	1,460.00
Real Estate Tax	348.58
Recovered Loss	-200.00
Rent	6,525.00
Resource Development Committee	327.61
Returned Checks	153.85
Utilities	163.46
World Service Conf Exp	14,712.40
Total Expense	61,819.81
Net Ordinary Income	19,611.99
Net Income	19,611.99

10/06/99

Debtors Anonymous General Service Board

Balance Sheet

As of June 30, 1999

	<u>Jun 30, '99</u>
ASSETS	
Current Assets	
Checking/Savings	
BOA Checking	-10.00
Gen-Op Checking	359.34
Gen-Op Savings	25,197.99
Reserves Savings Account	19,521.14
Total Checking/Savings	<u>45,068.47</u>
Other Current Assets	
Cash Advances	15.38
Cash Over/Under	118.12
Conference Advance	1,205.00
Petty Cash	261.10
Prepaid Rent	400.00
Total Other Current Assets	<u>1,999.60</u>
Total Current Assets	47,068.07
Fixed Assets	
Office Equipment	
Office Equip	2,220.16
Office Equip - Accum Depr	-2,220.16
Total Office Equipment	<u>0.00</u>
Total Fixed Assets	0.00
Other Assets	
Inventory	
Audio Tapes	243.00
Books	7,140.89
Pamphlets	5,620.35
Total Inventory	<u>13,004.24</u>
Rent Security Deposit	300.00
Trademark Costs	1,860.67
Total Other Assets	<u>15,164.91</u>
TOTAL ASSETS	<u><u>62,232.98</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	1,037.45
Total Accounts Payable	<u>1,037.45</u>
Other Current Liabilities	
Fed/Fica/MC Payable	880.30
MA State IncTax Payable	310.73
W&M Liability	1,127.75
MA Unem - MA Unemployment Tax	216.00
Total Other Current Liabilities	<u>2,534.78</u>
Total Current Liabilities	<u>3,572.23</u>
Total Liabilities	3,572.23
Equity	
Fund Balance	28,757.60
Net Income	16,270.47
Opening Bal Equity	12,440.88
Prudent Reserve	1,191.80
Total Equity	<u>58,660.75</u>
TOTAL LIABILITIES & EQUITY	<u><u>62,232.98</u></u>

Debtors Anonymous General Service Board
Statement of Revenue & Expense
 January through June 1999

Jan - Jun '99

Ordinary Income/Expense	
Income	
Contributions	26,430.47
Interest Earned	445.36
Literature Sales	34,888.48
Other Income	220.00
Ways and Means	834.25
Total Income	<u>62,818.56</u>
Cost of Goods Sold	
Literature Costs	14,098.33
Registered Meeting Lists	112.38
Ways & Means Expenses	455.54
Total COGS	<u>14,666.25</u>
Gross Profit	48,152.31
Expense	
Bank Fees	89.90
Board Admin	5,424.71
Board Travel	5,615.09
Insurance	177.50
Office Admin	3,840.79
Payroll Expenses	11,539.99
RB Development	2,928.04
Real Estate Tax	460.02
Rent	1,700.00
Returned Checks	-9.21
Utilities	115.01
Total Expense	<u>31,881.84</u>
Net Ordinary Income	<u>16,270.47</u>
Net Income	<u><u>16,270.47</u></u>

**13th Annual DA World Service Conference Convocation
Tuesday, October 12 and Wednesday, October 13, 1999
Craigville, MA**

Opening and Roll Call (91 voters total/ 83 GSRs and 8 ISRs present)
12 Steps
12 Traditions
Tools
Preamble
Concepts
Announcements

Business of the Conference

Motion: Joanna R. voted to be a trustee on the General Service Board
M/P Motion passed unanimously.

Motion: Chris have her tenure on the General Service Board extended
M/P Motion passed; verbal majority,
no abstentions, 1 opposed.

Report of the Internet Authors Caucus, Kathleen M., Co-chair
Submitted and accepted by the Conference.

Report of the Intergroup Service Reps Caucus, Janice R., Chair
Submitted and accepted by the Conference.

Report of the BODA Caucus, Suzanne A., Chair
Submitted and accepted by the Conference.

Report of the Fellowship Communication Committee, Deborah O., Chair
Submitted along with Committee Spending Plan, 2000 and accepted by the Conference.

Report of the Internal Operations Committee, Chip B., Chair
Submitted and accepted by the Conference.

***Motion: That all literature sales, as soon as possible, be handled by the
General Service Office:***

M/P Motion passed unanimously

Report of the Public Information Committee, Herb M., Chair
Submitted along with Committee Spending Plan, 2000 and accepted by the Conference.

Motion to adopt an 800 telephone line

The Public Information Committee moves that the Conference adopt the use of an 800 number as part of the challenge to reach the still-suffering debtor, pending further research by the Public Information Committee (1) to add instruction, details and costs, and (2) to report to the General Service Board.

M/P Robert/Jenny Motion to refer to Committee passed
unanimously

Motion that DA complete a major update of our web-site

The Public Information Committee moves that DA complete a major update of the official DA web-site by/before the 2000 Conference pending availability of funds, to be determined by the General Service Board.

M/P

Robert/Jenny

Motion passed unanimously

The GSC wishes to thank the hundreds of Debtors Anonymous members who worked diligently to complete The Currency of Hope. This Committee has produced three audio public service announcements, now available on CD. Two are thirty seconds in length and the other is sixty seconds. These were played for the Conference. The committee report (included) reviews plans for distribution and use.

Report of the Literature Committee, Dan W., Chair

Submitted along with Committee Spending Plan, 2000 and accepted by the Convocation.

Motion to accept new literature as conference approved

The Literature Committee moves that "A Note for Newcomers" be accepted and designated as conference approved literature.

M/P

Motion passed

Motion to accept new literature as conference approved

The Literature committee moves that "The Twelve Signposts of a Compulsive Debtor" be accepted and designated as conference approved literature.

M/P

Motion passed

Report of the Conference Committee, Dave M., Chair

Submitted and accepted by the Convocation.

Motion for the DA World Conference 2002

The Conference Committee enthusiastically moves that the DA 2002 World Conference be hosted by New York City!!

M/S/P

Motion passed unanimously

Report of the Resource Development Committee, Kellie L., Chair

Submitted and accepted by the Convocation.

Motion to approve the concept of a 25th Anniversary Calendar

The Resource Development Committee moves that the conference approve the concept of the 25th Anniversary DA Calendar for the year 2001 as a fundraising tool and celebration of our 25th anniversary.

M/P

Motion passed

Please Note: As part of their report, each committee also made recommendations to the full DA World Conference. GSR's and ISR's are encouraged to review these reports for more detailed information regarding each committee's work and goals for FY 2000.

Caucus Reports

BODA Caucus — Report

The BODA Caucus was formed in 1998 in Seattle, Washington during the World Service Conference. It was formed to serve the needs of DA Business Owners, both in terms of viable representation in DA as a whole and to institute the production of conference approved BODA literature.

The 1999 Caucus had three basic issues:

- 1) To petition the Board to resolve the name of our branch of the fellowship as soon as possible and if we are unable to keep the acronym "BODA" to provide us with one from the group we submitted:
 - EDA – Entrepreneurs of DA
 - DABO/DAFBO – DA for Business Owners
 - BDA – Business DA
 - DBA – Debtors in Business Anonymous
- 2) To petition the Board to establish an individual Business Trustee from our community nominated by us and answerable to us.
- 3) To ensure that the creation and editing of Business Owners literature is handled predominately by members of our branch of the fellowship/

Results:

- 4) Michael F. has been nominated as a Business Owner trustee – with all appropriate documentation to the full blessing of the BODA Caucus.
- 5) The Literature Committee has welcomed us and agreed to make sure that our literature will be handled as we have asked.
- 6) We accept the decisions about our name with bated breath.

Intergroup Service Rep Caucus — Report

The ISR Caucus is formed to share information among Intergroup service groups and foster the establishment of new Intergroups. We wish to make ourselves available as a resource to Conference Committees as they work through issues of common concerns.

Three service positions have been filled:

Chair — Janice R., Capitol Area DA

Secretary — Darlinn E., Southern California

Treasurer — Joseph C., Great Lakes

As a first project, the Caucus has undertaken the task of developing a materials packet for individuals who wish to start new Intergroups. We anticipate that the packet will be completed in a short while. In addition to the packet, the Caucus will look at a way to geographically group Intergroups that facilitates face-to-face meetings scheduled periodically during the year and gives a greater opportunity for the sharing of ideas and sponsored activities.

We feel that through the ISR Caucus, we have the means to accept David's challenge to take DA to places where it does not exist today. We believe that more and stronger Intergroups will promote a willingness to start new DA groups; that concerns for the risk in starting new meetings will be lessened by the knowledge that an Intergroup is available with help and support, even though it may not be physically located close by.

INTERNET CAUCUS REPORT

October 12, 1999

The Co-Chairs elected by the DA Internet Caucus are Kathleen M. and Lorinda H-C.

The Caucus meeting on Monday was attended by approximately 30 members, including three Trustees and all members of the Public Information Internet Subcommittee, who are currently responsible for the official DA web site.

A few words about what forms of communication are encompassed by "the Internet" and how DA is or might be affected by them:

A. World Wide Web

1. Official DA Web site now published
2. Regional and intergroup web sites now operating or being planned

B. Email

1. Use for communication with GSO
2. Use for communication among DA trusted servants, such as Trustees, committee members and caucus members
3. Use by individual members to form DA discussion groups which function as DA groups
4. Use by experienced members to sponsor members who live in areas where there are currently no meetings

C. Online chat rooms

1. Used to form online conference sessions which function as DA meetings.
2. Used by members to give pressure relief meetings to members who live far from areas where there are meetings.
3. Used to form online conferences among board members, committees and caucuses.

D. Intranet site development -- This is a technology that will support the development of a secured site for use only by authorized DA members internally.

Some of the issues which have started to arise, related to internet uses are:

A. Violations of the Traditions

B. Copyright violation issues

C. Protection of anonymity

D. Fellowship concerns about the design and maintenance of the official DA web site

E. Developing a mechanism to insure that DA can use all available internet technologies to carry the message to the debtor who still suffers.

The Caucus had some discussion about whether we should attempt to change our operating structure from a Caucus to a Committee. We decided to continue as a Caucus for the next year, while we

discover how the internet issues develop.

For the past three years the issues of the DA web site have been handled by a very active and able subcommittee of the Public Information Committee. That subcommittee has also been considering some other internet related issues, up to the present time. At this Conference, the Internet Caucus and this PI Internet subcommittee have agreed that the subcommittee will continue to handle issues related to the web site and the Internet Caucus will start to address all other internet-related issues.

The Internet Caucus has established three subcommittees to start to examine the most critical issues:

- A. DA groups being formed in online chat room and email lists. These groups may benefit from the development of suggested guidelines for forming and running these types of groups; particular attention should be paid to advising the groups about the value of observing the DA Traditions, and comments about how these translate into this new medium.
- B. Intranet development. The development of a secured site for confidential internal communication will require the development of security procedures, will require more sophisticated technical development, and will probably require more significant funding than the other issues currently being considered by this Caucus.
- C. Internet Liaison. This subcommittee will communicate with liaisons from all of the other Conference Committees to insure that their needs related to this medium are being addressed.

The Internet Caucus makes the following recommendations to the Board and to the Conference.

- A. The Caucus strongly supports the PI Web Subcommittee request for funding to support the redesign and maintenance of the official DA web site.
- B. The Caucus recommends that the Conference Committee schedule two Caucus meetings, rather than one, at future Conferences, and that one of these meetings be at the beginning of the Conference, before the Committee meetings. The Caucus found that it was not possible to conduct enough of the important business of the Caucus during the single meeting time which had been scheduled.

Respectfully submitted,



Kathleen M.
Co-Chair



Lorinda H-C.
Co-Chair

Committee Reports

Fellowship Communications Committee
1999 DA World Service Conference

Chairperson: Deborah O., Secretary: Liz W., Treasurer: Sandy C.

Members: see roster

Items sent to the Fellowship Communications from the Open Forum included:

- 1) Having contact list at GSO for Debtors who do not live near meetings to have contact with other recovering debtors
- 2) Stress kindness for debtors who make mistakes
- 3) Spreading the word to the "larger world".
- 4) Long distance sponsoring list
- 5) Forming intergroups in regions
- 6) How to reach out to loners
- 7) International outreach/DA General Service Conference
- 8) Pen Pals DA couples
- 9) Start DA in new locations- (i.e. correctional facilities)

Items the group thought were priorities included:

- 10) Ways and Means
- 11) Registration of unregistered meetings
- 12) Meeting with Internal Operations
- 13) Spending plan
- 14) Role of Data Base

We immediately decided that stressing kindness to struggling debtors (2) and pen pals for DA couples (8) were not priorities for our group. Also decided that international outreach to get to World Service Conference (7) should be covered by Conference Committee and starting DA in correctional facilities (10) could be addressed by an article in Ways and Means.

The first order of business became a joint meeting with the Internal Operations Committee. Concerns brought up by members of Fellowship Communications Committee included the following: Seeing how we interact with each other as committees; discussing which committee would take the responsibility for the database; dealing with getting unregistered meetings registered; what the Internal Operations Committee needs from our committee; and the interplay between the two committees.

What was quickly apparent that both committees were talking about many of the same issues. These issues included Ways and Means, Role of Database and Outreach to isolated groups. The difference in duties is that the Internal Operations Committee was more responsible the smooth running of the General Service Office while the Fellowship Communications committee was more responsible for the communications within the fellowship of DA.

Internal Operations Committee members brought up the issue of being able access information by zip codes or area codes at the General Service Office so that information could be accessed about the nearest meeting to someone even if that meeting was in another state. It was added that people often call by phone card and staff having only 30 seconds to access meeting information for that person. It's not necessarily fair for one person to carry the message. Language and accessibility issues were also brought up as issues. Using some kind of software to do this and checking to see AA does this were explored as possible solutions.

Currently the Fellowship Communications Committee has the responsibility of compiling the database and making it available to the General Service Office. It was suggested that maybe Internal Operations would want to take over responsibility for the database. The Internal Operations Committee made it clear that the money was available in the DA 2000 Spending Plan for a data intake person and training. There is also now the computer capability for the database to be maintained by the General Service Office. There is work in process on procedures in place to help the office person.

The following issues were also brought up by committee members: developing lists of people willing to take phone calls, developing/getting literature sent to loner groups, more clarity on the roles of different committees. It was decided that the groups would go back to their committees and work on visioning what each group's roles would be.

Ways and Means: General Service Board owns the trademark but it has been delegated to this committee to publish. The current editor, Aarhon, needs to relinquish her duties after the December issue. Joseph W. was nominated and voted in to become the new editor. *for 10 issues.*

Database: We recommended the Data Base be moved to Internal Operations for better management and more efficient updating. A transition plan for turning over the database was discussed. Issues brought up included staff training, report creation, inputting information, definition of data elements/fields, procedures manual, and a mechanism for a web page link if needed. Discussed developing a short term plan for quality control and turning the data base over to internal operations. Suze and Gene H. agreed to form a subcommittee to establish a 3-6 month plan for dealing with the transition. Gene H. will write the transition plan.

Unregistered meetings registered: Ways of doing this included personal contact, GSB Board Call, Ways and Means, using the Internet as a tool and a mailing to the intergroups. Discussed forming an as yet unnamed campaign to work toward getting unregistered meetings registered. This would include an article and announcement in both GSR newsletter and Ways and Means, asking every member to encourage an unregistered meeting to register, making use of DA web pages and listservers, and sending a letters to intergroups.

Regionalization: The committee sees defining regions as an important piece to the work of DA as a whole. We are working in collaboration with the Conference Committee and Intergroup Caucus to come up with better established regions. Discussed possibilities for breakdowns for regions and how a regional structure could be used.

Outreach: Discussed creating forms for speaker list, long distance sponsoring list, and have representation at Internal Operations Committee, Conference Committee, and the Internet and Intergroup Caucus to discuss issues where our responsibilities overlap.

Spending Plan 2000: We established and submitted a spending plan for the year 2000.

Internet Caucus: In speaking with the caucus we discussed different ways of working together. These include being able to download a form online to subscribe to Ways and Means, and the possibility of updating on line with pin number with group number. Also discussed the possibility of setting up some kind of pop-up map for meeting information and some way of getting speakers and sponsors through the Internet.

Regions: We learned that the Conference committee would like a survey to get other people's opinions about how regions should be set up. We discussed the possibility of coming up with a survey to get other people's input concerning regions and agreed to work on this. Sarah and Deborah will be developing the survey to be sent to the membership.

These committee members will serve as liaisons for the following committees: Internal Operations-Gene H., Internet Caucus-Joseph W., Resource Development Sandy C., Conference Committee-Sarah F., Intergroup Caucus-Liz W. Subcommittees include Data Transition: Gene and Suze, and Regionalization: Deborah and Sarah.

Recommendations:

- 1) We recommend that each individual here take the personal initiative of encouraging registration of one unregistered meeting and carry on David's challenge of carrying the message.
- 2) We recommend that group registration be an annual event and be included in the new meeting packet. We would like to see the form be more visible at the conference making it easier to re-register your group.

(Rearranged Order as presented by Chip to the Conference.)

INTERNAL OPERATIONS COMMITTEE REPORT

WE ACCEPT THE CHALLENGE AS PUT FORTH BY THE CONFERENCE CHAIR TO DEVELOP THE PROGRAM OF DA IN AREAS THAT IT CURRENTLY DOES NOT EXIST. THESE ARE THE STRATEGIES THAT WE HAVE DEVELOPED TO HELP THE FELLOWSHIP AND ITS MEMBERS MEET THAT GOAL.

1. FELLOWSHIP AWARENESS OF THE GSO

WE ALSO RECOMMEND THAT FELLOWSHIP AWARENESS OF THE GSO AND ITS RESPONSIBILITIES TAKE THE HIGHEST PRIORITY THROUGH VARIOUS METHODS INCLUDING BUT NOT LIMITED TO AN ENHANCED VIDEO PRESENTATION, PHOTO BOARD, OPEN HOUSES, VOLUNTEER RECRUITMENT AND OTHER EVENTS. AND REQUEST THE GSB PUBLICATION COMMITTEE REVISE AND REPRINT CURRENTLY EXISTING CONFERENCE-APPROVED PAMPHLETS REGARDING THE GENERAL SERVICE OFFICE AND THE CONFERENCE SHEET.

WE RECOMMEND THE GSB WORK TOWARDS INCLUSION OF A GENERAL SERVICE OFFICE STAFF PERSON AT EACH WORLD SERVICE CONFERENCE.

2. THE I/O COMMITTEE SUPPORTS THE GSO STAFFING RECOMMENDATION OF TWO PART-TIME STAFF

TOTALING 40 HOURS AS INDICATED IN THE PRELIMINARY YEAR 2000 SPENDING PLAN. BASED ON THE PRELIMINARY SPENDING PLAN FOR THE YEAR 2000 THE I/O COMMITTEE SUPPORTS THE DIRECTION OF INCREASED STAFFING AND SERVICES PROVIDED BY THE GSO.

3. CENTRALIZATION OF GSO FUNCTIONS

THE I/O COMMITTEE REGARDING THE CENTRALIZATION OF GSO FUNCTIONS AND SUPPORT, THE I/O COMMITTEE LOOKED AT THESE ITEMS:

FELLOWSHIP COMMUNICATION

BOOKKEEPING

THE DATABASE AND A NUMBER OF IT'S POSSIBILITIES

THE WEBSITE AND E-MAIL POSSIBILITIES

LITERATURE FULFILLMENT

NEWSLETTER MAILINGS

BULK MAILINGS

AND WOULD RECOMMEND THAT THEY ALL BE CONSIDERED FOR REVIEW BY THE GSB LONG-RANGE PLANNING COMMITTEE. NOTE THAT THE FELLOWSHIP COMMUNICATIONS COMMITTEE IS IN THE PROCESS OF STRUCTURING A TRANSITION OF THE DATABASE TO THE GSO WITH APPROPRIATE SAFEGUARDS AND UPDATES AND THE DEVELOPMENT OF A PROCEDURES AND TRAINING MANUAL.

4. ORDERING OF LITERATURE

WE DISCUSSED, OUR RECOMMENDATIONS WERE THAT INVENTORY SOFTWARE BE PURCHASED BY THE GSB. THAT LITERATURE SALES FORMS BE MADE MORE CURRENT AND DATED, AND REFLECT CURRENT PRICING AND DISCOUNTS. (INCLUDING THE EDITIONS ON THE WEBSITE). AND WE FURTHER RECOMMEND THAT ALL NECESSARY SYSTEMS BE IN PLACE PRIOR TO TAKING ON THE TASK OF FULFILLMENT.

4A. QUANTITY.

THE I/O COMMITTEE MOVES THAT ALL LITERATURE SALES AS SOON AS FEASIBLE, BE HANDLED BY THE GSO.

4B. DISCOUNTS

WE RECOMMEND THAT THE GSB PUBLICATIONS COMMITTEE REVISE THE BOOK ORDER FORM TO STATE "LIMITED GIFT EDITION" TO IMPROVE HARD COVER SALES OF "CURRENCY OF HOPE".

5. OA/PRC

5A. IN ORDER FOR THE OA/PRC TO FUNCTION BEST AND SERVE THE GSB, THE OFFICE AND THE FELLOWSHIP WE RECOMMEND THAT THIS ADVISORY COMMITTEE HOLD 1-2 PRESSURE RELIEF MEETINGS PER YEAR AND A MINIMUM OF ONE SELF INVENTORY.

5B. WE SUPPORT THE CONTINUED DEVELOPMENT OF THE PERSONNEL POLICY TO AID IN THE HIRING AND EVALUATION OF PAID OFFICE STAFF IN ORDER TO INSURE GOOD BUSINESS PRACTICE.

5C. THE OA/PRC SHOULD BE CHARGED WITH THE DEVELOPMENT OF A QUESTIONNAIRE OR SURVEY TO DETERMINE HOW THE OFFICE IS MEETING THE NEEDS OF THE FELLOWSHIP AND REQUESTS SUGGESTIONS FOR IMPROVEMENT.

6. JOINT WORK WITH OTHER COMMITTEES.

WE ARE NETWORKING WITH THE OTHER COMMITTEES, SPECIFICALLY, FCC, PUBLIC INFORMATION, RESOURCE DEVELOPMENT. TO EXTEND THE HAND OF DA TO THE DEBTOR WHO STILL SUFFERS. AND HOPE THAT THIS WORK CONTINUES THROUGHOUT THE FELLOWSHIP.

7. FREE AND LOW COST PACKAGES TO NEWCOMERS

RECOMMEND TO LIT COMMITTEE THE COMPLETION APPROVAL AND PUBLICATION OF CURRENT MATERIAL FOR NEWCOMERS. AND THAT A SPENDING PLAN BE CREATED TO INSURE ITS HAPPENING.

8. I/O COMMITTEE RECOMMENDS THAT CURRENTLY EXISTING NEWSLETTERS,

WAYS AND MEANS, DA'S RECOVERY NEWSLETTER AND BOARD CALL DA'S SERVICE NEWSLETTER BE USED TO CARRY GSO INFORMATION AND CONCERNS TO THE FELLOWSHIP.

9. FOREIGN LANGUAGE

IN RESPONSE TO REQUESTS FROM THE FELLOWSHIP WE URGE THE GSB TO CONTACT OTHER FELLOWSHIPS TO SEE HOW THEY HANDLE REQUESTS FOR TRANSLATIONS INTO LANGUAGES OTHER THAN ENGLISH AND ACCESSIBILITY TO THE HEARING IMPAIRED.

10. HISTORIAN/ARCHIVIST

IN STUDYING, THE ISSUE OF A DA HISTORIAN/ARCHIVIST COMMITTEE MEMBERS RECOGNIZED THE IMPORTANCE OF COLLECTING AND MAINTAINING ACCURATE HISTORICAL RECORDS, AND DOCUMENTS. TO THAT END WE WOULD LIKE TO SEE HISTORIAN/ARCHIVIST, FULFILL THESE DUTIES. WE WOULD ALSO LIKE TO SEE AN IMMEDIATE REQUEST TO THE FELLOWSHIP FOR THESE ITEMS OF HISTORIC INTEREST TO BE SENT TO THE GSO. TO CATALOG AND FOR STORAGE AND SAFE KEEPING.

Respectfully submitted,

Jeri F.

10/31/99

Public Information Committee
Presentation to Convocation
October 13, 1999

Herb's Opening Remarks:

I want to introduce to you the hardest-working individuals I have had the honor of meeting in my three years working on the Public Information Committee.

1. First, editing and typing day and night to revamp our International Public Information Manual, Carole L., Darlinn B., Cynthia F., Sarah M., Alex F., and Carolyn A.
2. Organizing distribution of our Public Service Announcement, Garry N., Tracy C., Betty L., and Darlene B.
3. Planning our Outreach: Sarah M., Carolyn H., Marie S. and Mark D.
4. Strategizing for the DA Website: Yvonne T., David A., and Kim G.
5. Special thanks to our stalwart secretary, Heidi F.

Public Information Committee accepts and intends to lead the challenge of bringing DA to places it isn't: states like Ohio and Florida, cities like Denver and Phoenix, and places like prisons and courtrooms. To carry the message throughout the English speaking world, last year in Seattle we committed to producing a Public Service Announcement to be distributed to radio stations. Your Trustees have already approved three of them, and here they are! (PSA spots play)

PSA Sub-Committee

1. We now have (2) 30-second and (1) 60-second public service announcements for DA on a CD.
2. CDs cost \$5 to duplicate.
3. The 23 copies we have here at the conference will be distributed to reps. from different areas of the country.
4. The board has already agreed to give us funds immediately to make and ship 25 more copies to the General Service Office. (~~\$162.50~~)
5. We will make 100 more copies of the PSAs and send them to the General Service Office if the spending plan is accepted.
6. Price: there will be a suggested donation of \$6.50 per disc to cover our cost and shipping. No one will be refused for lack of funds, as long as it is for the purpose of radio airplay.
7. We have composed a letter to radio stations to accompany the PSAs.
8. In order to communicate with GSRs and ISRs who are not present today, we have written a "Public Service Announcement" about the PSAs to go in Ways and Means, Board Call, and the various Intergroup newsletters.
9. We ask all of you to help the debtor who still suffers by disseminating this PSA throughout your communities.

**Here is the report from the
Outreach Sub-Committee**

Our task was to:

1. Research the feasibility of having an 800 number in order to meet the Board's challenge to reach out the "still suffering debtor," wherever he or she may be. Other PI sub-committees have developed ways to do this outreach. Having easy access to DA (via an 800#) complements their work.

We did limited research on having a live answering service. The inability to control the quality of responses as well as the potential costs of such a service, led us to conclude that a live service was not feasible at this time.

We researched 3 major 800 # services. The one we chose offered the most competitive rates and monthly charges.

We decided to attempt to control costs by:

- a. having the 800# answered solely by automation;
- b. limiting the outgoing greeting and incoming response to 2 minutes altogether.

Recommended response time for requests will be:

- a. 2 business days for brochures
- b. 1 business day for a return call

The potential extra work for GSO could be supported by additional office staff.

Using past figures provided by the Internal Operations Committee of the Board of Trustees, we projected costs based on 125 incoming calls per month at 2 minutes per call = 250 minutes per month. Our best guesstimate is that 80% of the calls originate out-of-state and 20% in-state. Using rates from the plan we selected, we arrived at a total cost of \$36.25 per month. Using economies of scale built into this plan (which addresses the potential growth in DA) and multiplying past figures 2.6 times brings the numbers to 260 out-of-state calls and 65 in-state calls for \$55.05 per month.

2. Develop suggested outreach packets for GSRs and ISRs to use specifically in outreach to professional, hospitals and institutions. This packet would be part of the Committee reports sent to WSC attendees (including the Board) and mailed to all registered ISRs and GSRs who were not in attendance at the WSC.

The cover letter reads (in memo form):

To: All DA ISRs and GSRs

From: Public Information Outreach Committee

Re: Suggested sample packet to send to Professionals, Hospitals and Institutions for purpose of outreach

At the October 1999 World Service Conference, the Board of Trustees challenged us to reach out to the "still suffering debtor" wherever he or she may be. In that spirit, we have enclosed a sample packet for you to use for outreach to professionals, hospitals and institutions. This packet contains a sample letter and a brief history of DA. Please use the packet along with any other pertinent information, such as a meeting list.

Our experience has shown us that enclosing multiple meeting lists in the mailing is successful. Also, repeated mailings keep DA fresh in the recipients' minds and ensures that the information is current.

4. Research how other 12 Step Fellowships handle outreach to hospitals and institutions. Carolyn H., our Professionals and Institutions Contact, will handle this investigation and will bring the results to the Committee next year.

Manual Update Sub-Committee

At the close of this convocation, you will each receive a copy of our newly revised "International Public Information Manual for Debtors Anonymous." The earlier editions of this manual have been board approved throughout the history of DA. We hope the board will approve these revisions. This document is intended to assist groups and representatives to uphold the traditions while effectively communicating with the media, professionals and institutions.

Internet Sub-Committee

Recommendations

The Public Information Committee recommends that Internet access be available at the next and all future conferences for presentations and for contact with the DA website.

It is recommended by the Public Information Committee that wherever the DA WSO address and phone number are noted, that our Internet address (URL) also be included.

The Public Information Committee recommends that each DA committee have a liaison to our Internet sub-committee.

We also wish to place the name of Carolyn H. from Seattle, in nomination for a position on the Board of Trustees. Carolyn is a long time member of our Committee, and is fully qualified to serve in this capacity.

Motions

The Public Information Committee moves that the Conference adopt the use of an 800 number as part of the challenge to reach the still-suffering debtor.

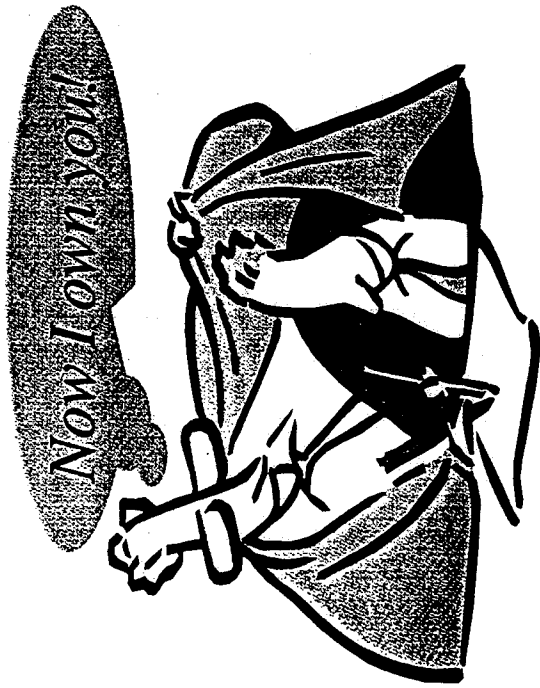
The Public Information Committee moves that DA complete a major update of our website by October 2000.

P.I. Internet Committee Report

The P.I. Internet Committee initiated the following actions:

1. A redesign and upgrade of the DA website which will be targeted towards the newcomer, providing friendly exploration of the condition of the debtor, introductory information about the fellowship, its purpose, the Twelve Step recover program and DA tools.
2. Establishment of Web site work groups to implement upgrades and to oversee future maintenance of the site.
3. Liaisons and guidance was and will be provided to the newly established Internet Caucus who will handle web site functions which are not P.I. related.
4. Identifying and planning of P.I. functions on the web page and assigning editorial function and contact person as Kim G. and the continuation of Fred as webmaster. Yvonne T. and David A. will provide guidance and support to the Committee.
5. Finding a new Internet host preferably in the Boston vicinity.
6. Procuring web browser placement service to make the DA web site appear in appropriate browser paths and Internet site indices.
7. Solicit participation of DA members who have Internet and Web design skills to help accomplish DA site improvements.
8. Solicit input from all DA committees regarding FAQ lists posted on web site and other outreach materials from various committees. Asking each committee to designate an Internet site liaison person.

“Our Primary Purpose is to Help The Debtor Who Still Suffers”



CONTENTS	
What is DA	
Meeting Locations	
Literature	
The Tools of DA	
The 12 Steps	
The 12 Traditions	
SITE MAP	
Lkdjfgbl;kdfbl	
Vlskjngvi;kjlvk	
;klvnjhs;lgvkn;	
;lknnglsknjsfg	
FAQ's	
Lksjslgkjfsjgk	
,sns/,mnbv/f,mn	
,n/,msnfgb/nmgfgs	

Are You a Compulsive Debtor?

- Are your debts making your home life unhappy?
- Does the pressure of your debts distract you from your daily life?
- Are your debts affecting your reputation?
- Do your debts cause you to think less of yourself?
- Have you ever given false information in order to obtain credit?
- Have you ever made unrealistic promises to your creditors?
- Does the pressure of your debts make you careless of the welfare of your family?
- Do you ever feel that your employer, family or friends will learn the extent of your total indebtedness?
- When faced with a difficult financial situation, does the prospect of borrowing give you an *inordinate*

CURRENCY OF HOPE	
Mary stole From Her Mom's Purse...	
-----<link.com>-----	
I became a slave to my Credit Cards.....	
.....	
.....	
I was Fired because I padded my corporate expense reports	
ACTIVITIES	
NYC Share A Day	
LA DA Day	
Albuquerque Conference	
2000	

Detailed 2000 Spending Plan for Public Information Committee

Internet Sub-Committee

1. Start-up		
a. Design	\$1,000	
b. Search engine placement	200	
2. Maintenance		
a. content posting	200	
b. text conversion	500	
3. Administrative expenses	100	
Internet Sub-Committee Spending Plan		\$2,000

PI Manual Update Sub-Committee Spending Plan (copying) \$125

PSA Sub-Committee

1. Reproduction of 100 PSAs	\$500	
2. Phone Reimbursement	50	
3. Copying	15	
4. Shipping & Handling for PSAs	85	
PSA Sub-Committee Spending Plan		\$650

Outreach Sub-Committee

1. 1-800 number	\$600	
2. Outreach packet for Professionals, Hospitals & Institutions to unrepresented registered groups	110	
3. Administrative Expenses	200	
Outreach Sub-Committee Spending Plan		\$910

Total Requested Spending Plan for Public Information Committee **\$3,685**

Conference Committee Report to the 13th DA World Service Conference

1. Serenity Prayer
2. List committee members

Officers

Vice Chair – Mariann Z.

Secretary – Marg H.

Treasurer – Joseph C.

Rest of committee

Janine M.

Steve B.

Jane L.

Kathleen M.

Helen T.

Alexandra B.

Vanessa T.

Ann E.

Christopher N.

Phoenix F.

Claudia B.

Mike F.

Last but not least, I'd like to thank our two trustees David P. and Dick D. who provided invaluable insight and guidance to our committee.

3. I'm going to talk about a couple of things that we brought back from last year's two sub-committees dealing with the 12 Concepts and Nomination of Trustees.

The 12 Concepts

The Conference committee drafted a version of the 12 Concepts for DA World Service based on the work of our sub-committee chaired by Jane L. and is referring our draft to the GSB for review with the intention of bringing it back to the conference for a vote next year.

The Nomination of Trustees

After some lengthy discussion about the nomination process of trustees based on the proposals developed by Mariann Z., the Conference Committee acknowledged that the GSB is already moving in the right direction of creating a board that reflects the concerns of the fellowship. To aid in this process the Conference Committee is recommending that the GSB publish in the Board Call newsletter a call for nominations to fill vacancies on the GSB and that this call include a reference to the suggested guidelines on pages 15 and 16 of the DA General Service Manual.

4. Some of the topics that we were given to discuss that came from the fellowship included:
 1. Scheduling of conference business at the beginning of the conference rather than at the end
 2. Holding conference in summer before school goes back in session
 3. International outreach to other countries to attend DA Conference

4. Accessibility of language, food, location, and better locale for business
 5. Telephone calls: Prudent reserve for return calls vs. collect calls
 6. Overhaul regions to include other countries
 7. The possibility of taking the conference outside of the USA
 8. The price of the conference is too high
 9. Create a formal bid process
5. **We formed a few sub-committees.** One sub-committee chaired by Vanessa of this year's host committee is going to create a *formal bid process* for cities to use in preparing proposals to host future conferences. This will be included in an updated version of the *Conference Handbook* which will also address issues and concerns of the fellowship such as providing computers and copiers on site, location of drug and food stores, available phone services, as well as many other accessibility concerns.

Finally, this updated version of the Conference Handbook will include a position of Web Liaison whose responsibility will be to ensure that conference information is properly posted to the DA website.

This subcommittee is also going to form a recommendation that host committees provide information on the breakdown of how registration monies are used. This will help the fellowship to understand the necessary expenses which the host committee is required to cover.

A second sub-committee chaired by Alexandra will generate and disseminate funding ideas to enable more GSRs to attend World Service Conferences.

A third sub-committee chaired by Mike F. is going to assist the fellowship committee in the regionalization of DA on a worldwide basis.

6. Questionnaire

In response to issues raised by the fellowship, we have provided a questionnaire created by Kathleen and Mike which requests your input concerning conference schedule and site selection.

Also, don't forget to fill out the evaluation form that Vanessa is providing for your feedback about this year's conference.

Time for Questions

Three Bids for 2002

We had three official proposals for hosting the conference in 2002. A few years back we had to rope people into putting in a bid and now we are in abundance with bids. In Chicago a few years back we had to track down a guy with glasses who we were told was from a city that might be interested in hosting the conference. (Tell story of Steve and Seattle.)

Mention: Hawaii / France (Christopher, Bernard, and Natalie)

Motion: *The Conference Committee enthusiastically moves that the DA 2002 World Conference be hosted by New York City.*

13th World Conference of DA
Resource Development Committee

We Are One

Minutes of Resource Development Committee Meeting 1999

Tuesday Oct. 12/99

The Resource Development Committee meeting convened at 4:30PM on Monday, 10/11/99. For complete member roster please see attached list.

The following Trusted Servants were elected to facilitate the Committee's process:

Kellie L. Chairperson

Val W. Vice-Chair

Liz R. Secretary

Pamela S. Treasurer

The committee brainstormed its goals to present to the convocation and broke into subcommittees to develop specific action plans. The committee recessed at 5:30PM.

Tuesday 10/12/99

The committee reconvened at 9:30AM and subcommittees presented their reports to the full committee.

Recommendations:

1. Linda L. moved that the Resource Development Committee (RDC) recommend that the General Service Board of Trustees (GSB) increase the individual maximum contribution under the 7th tradition from \$1000 to \$3000.

Seconded by Val

Motion Passed

2. Linda L. moved that the RDC recommend that the Literature committee develop a pamphlet targeted to youth on the subject of "The truth about unsecured debt" to discuss student loans and the seductive power of credit.

Seconded by Doug M.

Motion passed

3. The RDC unanimously recommends that the following committees develop a "Meeting in a Box" to help the newcomer and isolated debtor begin new meetings to help meet the challenge of the Chair to the 1999 Convocation. These committees include: Public Information, Internal Operations, Literature, and the GSB Publication Committee.

Motion carried

Motions

1. Val moved that the RDC approve the WISH week flier to be distributed to the general membership.

Motion carried

2. Val moved that the RDC approve a Thrive With Five fliers to be distributed to the general membership.

Motion passed

one abstention

Afternoon Session

The GSB liaison reported that the RDC is charged by the GSB with a fund raising goal of \$40,000 to reach out to the debtor who still suffers and to help make the convocation's visions for 2000 come true.

3. Val moved to approve the WISH Week and Thrive With Five action plans and \$540.00 spending plan.

Seconded by Tony

Motion passed

4. Tanna moved that the World Service Conference approve the concept of a 25th Anniversary DA calendar for the year 2001 as a fundraising tool and celebration of our 25th anniversary

Seconded by Tony

Motion passed

Motions for the Floor

1. The RDC moves that the conference approve the concept of the 25th Anniversary DA Calendar for the year 2001 as a fundraising tool and celebration of our 25th anniversary.

Respectfully submitted,

Liz R.

Secretary

**The Resource Development Committee
Presents The Theme for Year 2000**

WISH WEEK

(Week of International Support and Hope)

WE ARE ONE!

**TRADITION ONE: OUR COMMON WELFARE SHOULD
COME FIRST; PERSONAL RECOVERY
DEPENDS UPON DA UNITY.**

**TRADITION THREE: THE ONLY REQUIREMENT FOR DA
MEMBERSHIP IS A DESIRE TO STOP
INCURRING UNSECURED DEBT.**

**TRADITION FIVE: EACH GROUP HAS BUT ONE PRIMARY
PURPOSE—TO CARRY ITS MESSAGE TO
THE COMPULSIVE DEBTOR WHO STILL
SUFFERS.**

1999 WORLD SERVICE CONFERENCE
LITERATURE COMMITTEE MINUTES

The meeting was called to order at 2:15 p.m. on 11 October 1999.

Chairperson, Colleen, opened the Literature Committee.

The following members were present:

Colleen L.	Judy B.	Scott C.	Greg T.
Liz G.	Bernard G.	Norma C.	Karla J.
Joanna R.	Marianne B.	Rosemarie D.	David J.
Carol B.	Nancy S.	Ellie K.	Nathalie G.
Virginia B.	Jamie C.	George P.	Suzanne A.
Rochelle R.	Jennifer G.	Dan W.	Jimmy W. (GSB Liaison)

Colleen gave a report on the status of existing pieces.

The following pieces were sent to the convocation last year subject to GSB approval:

Notes to Newcomers
The Twelve Signs of a Compulsive Debtor

The pieces were approved by the GSB and will be voted on at this year's convocation.

The following pieces have been completed and are being given to the GSB for approval:

Underearning pamphlet
Sponsorship Guide
D.A. Numbers
D.A. Pressure Relief Meetings
Business Owners Debtors Anonymous / D. A. for Business Owners

If the GSB approves these pieces, they will be sent out to the GSRs and ISRs with the minutes for this conference in a special mailing, for a vote on whether the GSRs and ISRs approve them for publishing. These pieces of literature are not affected by the new literature creation process. (*An outline of the new literature creation process from Board Call is attached*).

The following pieces of literature are still in the sub-committee phase:

D.A. 12x12
Blue Print For Prosperity (fourth step inventory)
How D.A. Works
Abstinence

Nominations/Volunteers for Literature Committee Officers were taken, and the following officers were elected.

Chair:	Dan
Vice Chair:	Suzanne
Secretary:	Judy B
Treasurer:	Carla
Scribe:	Rochelle

There was some discussion about the new literature creation process, especially the role and composition of the Editorial Board. In theory, the Editorial Board could meet with several different subcommittees throughout the year. Each piece of literature has a separate editorial board, consisting of two members of the Literature Committee's Editorial Board and one member elected by the subcommittee which created the original piece of literature.

Nominations were taken for the Editorial Board: Liz, Colleen, Rochelle

A motion was made by Suzanne to expand the Editorial Board to 3 people. Second by Greg.

A friendly amendment was made by Liz to have the third position on the Board be a BODA member. Amendment was accepted by Suzanne & Greg.

There was much discussion regarding whether the literature creation process for the whole committee should be changed to accommodate BODA members' desire to see a majority of the people editing BODA literature actually be BODA members. The vote was called for, and the motion to end debate passed. The motion was then passed.

Rochelle was elected to be the BODA Representative on the Editorial Board. Nominations for the remaining members of the Editorial Board were Liz, Colleen, and Judy. Liz and Colleen were elected.

Discussion then led to the creation of subcommittees. The following subcommittees were already in existence: BODA Literature, 12x12, How D.A. Works, Abstinence, and Blueprint For Prosperity. The subcommittees for Revisions and the Service pamphlet were reconstituted.

The Literature Committee then turned to the issues that were presented at the Open Forum and on the questionnaire, "How To Get Your Issues Addressed By D.A. as a Whole", which were referred to us by the GSB.

The issues referred to us and subsequent actions were:

- 1) *"D.A. recovery book to include twelve steps"* – was referred to the Revisions subcommittee.
- 2) *"Please include stories from International and BODA members in the Recovery Book"* – was referred to the Revision subcommittee.
- 3) *"Revise the Twelve Tools of Debtors Anonymous to (1) remove 'abstinence' as a tool, the opening paragraph as the goal of the program, (2) replace 'A.A. Literature' with 'D.A. Literature', and (3) add 'Prayer and Meditation', 'Communicating with Creditors' and 'Action Partners' as tools"* – was referred to the Revisions subcommittee.
- 4) *"Please clarify the definition of 'abstinence' and 'solvency'"* – a motion was made to form a subcommittee on this issue, which was rejected. Instead this matter was referred to the Revision subcommittee.
- 5) *"Please create information on how to start a meeting and how to start and Intergroup"* – a new subcommittee was created to work on these requests.
- 6) *"Literature on 'self-debt'"* – group conscience showed that there was not support to form a subcommittee at this time.
- 7) *"Please create a beginner's packet"* – a subcommittee was created to create a beginner's packet.

- 8) "*How about a daily meditation book*" – a subcommittee was created to create a daily meditation book.
- 9) "*Underspending and Overspending pamphlet*" - group conscience showed that there was not support to form a subcommittee at this time.
- 10) "*Hospitals and Institutions Outreach*" – erroneously distributed to the Literature committee and referred to the Public Information committee. We felt no special literature was required at this time.
- 11) "*Saving and Creating Wealth*" – a new subcommittee was formed to address these issues.
- 12) "*Self-supporting terminology*" - group conscience showed that there was not support to form a subcommittee at this time.
- 13) "*Translations of existing literature into other languages*" – a new Translations subcommittee was formed, but was repealed when the GSB informed us that they will be overseeing translations.
- 14) The following ideas were referred to the BODA subcommittee: *a twelve month business plan; how to conduct a Business Pressure Relief Meeting, Tools for keeping business numbers; Tools for Business Owners, and a format for Business Owners' meetings.*

The proposed "D.A. Promises" were handed out to be reviewed for an up and down vote the next day.

The meeting recessed from 5:30 p.m. until 8:30 a.m., 12 October 1999.

The meeting was reconvened at 8:30 a.m. on 12 October 1999.

A motion was made to send the "D.A. Promises" to the General Service Board. This motion passed.

The subcommittees announced their chairpersons as follows:

REVISIONS	Carla and Dan (co-chairs)
BODA	Suzanne A.
HOW TO FORM A MEETING	George
BEGINNER'S PACKET	Nancy
DAILY MEDITATIONS	Jamie
SAVING & CREATING WEALTH	Nancy
SERVICE	Carol
12 & 12	Carla and Liz (co-chairs)
HOW D.A. WORKS	Joanna
BLUEPRINT FOR PROSPERITY	Adam A. (not in attendance)
ABSTINENCE	Norma

Joanna suggested the Abstinence and Revisions committee work closely on the definitions for "abstinence" and "solvency".

Jimmy W. reported that the Literature Committee for the 2000 Spending Plan was allotted \$500. Subcommittees were advised to create and action plan and a spending plan to be submitted later that day.

The meeting recessed into subcommittees at 9:00 a.m.

The meeting reconvened at 2:30 p.m.

Jimmy W. reported that the GSB rejected the "D.A. Promises" in their current form and referred this literature to the Editorial Board (our first one). The first Editorial Board will consist of Colleen, Liz and Jimmy, who will work on this piece of literature.

Jimmy W. reported that the GSB approved expanding the Editorial Board to three members, but rejected the designation of an Editorial Board Member being specifically designated for any caucus, group of special interest in D.A.

SUBCOMMITTEE REPORTS

Revisions

The Revisions subcommittee plans on four primary activities this year: (1) Revising D.A.s Twelve Tools; (2) Collecting stories from BODA and International members for the second edition of the Recovery Book; (3) Revision of the debt payment pamphlet to tackle the issues of debt moratorium and paying all creditors equally; and (4) Submit to the fellowship a ballot on the definition of the word solvency.

BODA

The BODA subcommittee plans to work on the following pieces this year: (1) A 12 month business plan; (2) a Business Owners Meeting Format, including "Business Owners Recovery Signs", "Business Owners Debting Signals" and "Business Owners Tools"; (3) a Business Pressure Relief Group pamphlet; and (4) a glossary for business owners in D.A.

How to Form a Meeting / Intergroup

The action plan is the following: (1) solicit input from D.A. Committees, subcommittees, caucuses, and members who have started meetings; (2) establishing the chair as the contact person by the committee; (3) seek outreach through the Ways and Means and Board Call newsletters, and any regional D.A. newsletters; and (4) review the A.A. pamphlet called "The A.A. Group" and related D.A. materials for ideas.

Beginner's Packet

The Beginner's Packet subcommittee proposes the creation of a beginner's packet entitled "Getting Started". The subcommittee recommends that this packet include the following: (1) a "welcome" blurb; (2) the "D.A. Signposts"; (3) the "D.A. Tools"; (4) a list of D.A. literature and ordering information; (5) local meeting lists; (6) hotlines; (7) contacts (when available); (8) a record keeping visual piece; (9) an inspiration piece to be created; (10) a wallet size card with the serenity prayer on one side and the slogans "Keep coming back" and "Share the experience, strength and hope"; (11) D.A. internet and regular mail addresses and phone numbers; and (12) the D.A. Steps and Traditions.

Daily Meditation Book

This subcommittee plans to take the following actions this year: (1) Create and send out a letter to the GSRs and ISRs; (2) Make a list of topics; (3) Create a format for the book; (4) Research having a hotlink on the D.A. website home page; (5) Aim for 50 submission per quarter from D.A. members; (6) Subcommittee Chair will call each member once a month; and (7) Subcommittee Chair will collect submissions, make packets and send them out to the subcommittee members for editing prior to the World Conference 2000.

A motion was made to distribute a call for submissions flyer to the GSRs at the convocation. The motion passed.

Savings and Creation of Wealth

This subcommittee's main action for this year is to recruit additional members.

Service

The Service committees plan for this year is the following: (1) Review the existing document; (2) Rewrite in outline form; (3) distribute outline to subcommittee; (4) collect input and rewrite in paragraph form; (5) distribute within subcommittee again; (5) prepare, distribute and approve internal subcommittee draft; (6) prepare copies to be sent to the Literature committee with a 15 January 2000 deadline for comments; (7) compile the literature committee comments; (8) prepare final second draft; and (9) send final second draft to the Editorial Board by March 2000.

12 & 12

This subcommittee already has a draft of all 12 steps and one of the traditions. Carla will be in charge in step portion and Liz will be in charge of the tradition portion. The second draft should be finished by conference 2000. Carla made a motion to distribute a "help us complete this" flyer, asking for stories for the "12 & 12", to be distributed to the GSRs at the convocation. This motion passed.

How D.A. Works

Because only an outline has been presented thus far, and steady progress has not been made, Carla moved that we table this subcommittee. The motion passed. This subcommittee will remain on the table until a motion is made to take it from the table.

Blueprint For Prosperity

Chairperson Adam A. was not able to attend this conference, but a draft has already been sent to the GSRs and ISRs for comments, the subcommittee remains active, but no further action was taken at this conference.

Abstinence

Joanna R. stated that since the matter of the definitions of "abstinence" and "solvency" has not been resolved, work will continue on the pamphlet once a consensus on these definitions has been reached. This subcommittee supported the action plan of the Revisions subcommittee on their "solvency" definition ballot.

End of Committee Report

The Literature Committee agreed upon the following Spending Plan for the 2000 World Conference:

Revisions	\$25
BODA	\$95
How to Form a Group	\$25
Beginners Packet	\$50

Daily Meditation Book	\$200
Savings & Creation of Wealth	\$15
Service	\$40
12 & 12	\$188
Chair's Discretionary Fund	<u>\$25</u>
TOTAL	\$663

Jimmy W. informed us that the GSB has allocated \$500 to the Literature Committee for the 2000 World Conference. Marianne moved that each subcommittee reduce their spending plan by 25% to so that the total for the Literature committee would be under \$500. Discussion followed and this motion was withdrawn.

Rochelle moved that each subcommittee be allowed to use extra fund to make up the \$163 shortfall. Jimmy W. informed us that under current D.A. guidelines, committees and subcommittees cannot fundraise independently of D.A. as a whole. Motion was withdrawn.

Carla moved to ask the GSB for an additional \$163 to fully fund the Literature committee's spending plan of \$663. Motion passed.

Carla discussed the new Treasury guidelines for reimbursement:

- (1) If you incur any costs at this conference it goes against the 1999 Spending Plan
- (2) Any receipts need to be submitted to Carla by the end of the conference.
- (3) Receipts throughout the year should be sent to Carla who will submit them to the GSB Treasurer quarterly.
- (4) She advised members to state which subcommittee the receipt is for.
- (5) If you need a cash advance, Carla should be contacted for the "Requisition for Cash Advance" form.

A discussion ensued over whether it is appropriate to pay a D.A. member to write program literature, use their full name on the literature, and to pay him a commission for each piece of such literature.

Marianne moved that the official position of the Literature committee over whether meetings can sell non-conference approved literature, provided that this literature is clearly labeled as non-conference approved, is that it be left to the discretion of each individual meeting. A lively discussion began, and a vote to end debate was submitted by Judy. A motion was then made to postpone this discussion until the next conference. The motion to postpone passed and the question was not called.

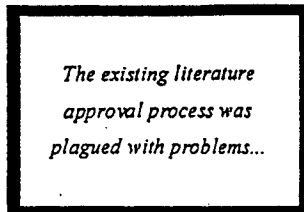
The Public Information Committee requested that we elect a liaison to their Internet subcommittee, and to inform them about what the Literature committee would like to include on the D.A. website. Carla moved that we create that position and the motion passed. Nancy volunteered and was unanimously elected. Jamie visited the Public Information committee to get information on using a link on the D.A. website for her subcommittee. The Public Information committee also requested that every piece of literature should have www.debtorsanonymous.org printed on it. A discussion ensued about the Literature Committee and the Internet. No action was taken.

Liz motioned to adjourn and Rochelle seconded it. The motion passed.

Literature Approval Process Revision Approved by the GSB

At the 1998 World Service Conference the Literature Committee created a subcommittee called HELP (Help End Literature Pain) to examine the Literature Approval Process and to suggest ways to improve it. HELP looked at the entire process, from a piece of literature's conception to its final approval by the conference. They found that the existing literature approval process was plagued with problems, including a convoluted, confusing and lengthy means of developing literature. The HELP subcommittee presented a revised process to the Literature Committee, which then voted to send it to the Board for a vote of acceptance. This year the Board reviewed the proposal, and with only minor changes, voted to accept the new Literature Approval Process, effective at the 1999 World Conference. The new process has three stages of devel-

opment:



Creation Phase

1. Any existing, non-conference approved piece of literature begins at Step 7 of the Creation Phase.
2. New proposed piece is presented in outline form to the Literature Committee for creation approval.

- a. "NO" vote kills the piece
- b. "YES" vote—subcommittee forms.
3. Subcommittee develops first draft.
4. Subcommittee approves and presents 1st draft to Literature Committee.
5. Literature Committee gives comments.
6. Subcommittee incorporates comments into 2nd draft.
7. Subcommittee submits 2nd draft to the Editorial Board (see Addendum A)
8. Subcommittee elects its representative to serve on the Editorial Board for this piece.
9. Subcommittee disbands.

Literature Approval Process: The Editorial Phase

One of the problems of the old process was that a piece had to go through a new set of Literature Committee members at each following world conference. This lack of continuity has delayed many pieces from being approved for publication (a current piece in development has been in committee for nearly 7 years!). By creating an Editorial Board, elected by Literature Committee members and to include one representative of the original subcommit-

tee, this problem will hopefully be addressed.

Editorial Phase

1. Editorial Board (see Addendum A) receives 2nd draft.
2. Editorial Board revises and unanimously approves 3rd draft.
3. Editorial Board submits 3rd draft to General Service Board for review.
 - a. If not approved by the GSB, the

piece goes back to the Editorial Board with suggested improvements.

Literature Approval Process: The Approval Phase

1. Upon approval by the GSB the piece is sent to the Conference Committee by the Board Liaison to the Literature Committee to be included in the registration packet mailed to GSRs and ISRs. (NOTE: This mailing cost, which includes copying and the additional weight in mailing) is part of the Lit. Com. Spending Plan, not the Conference Committee.
2. GSRs and ISRs take the piece to their groups to get a group conscience on whether or not to approve the piece.
3. GSRs and ISRs bring the group con-

science on the piece to the conference.

4. A 2/3rd vote is required for the piece to pass approval.

a. If it doesn't pass, GSRs and ISRs give their comments and suggestions to the Editorial Board at that conference.

b. The Editorial Board revises the final draft and brings it to the next conference for the FINAL vote.

Addendum A

Editorial Board of the Literature Committee.

1. Two of the three members are elected by the Literature Committee after meeting the following qualifications:

a. They must be willing to commit to serve a term of 2 years.

b. They must have attended at least one previous conference.

2. The third position is a revolving seat: it is the representative chosen by the Subcommittee of the piece. (cont. next page)

Addendum A (cont.)

It is implicit then that, if more than one piece of literature is at the Editorial Phase, the two main Editorial Board members would then meet separately with the elected Subcommittee members of those pieces.

3. The Chair of the Literature Committee has the authority to appoint/assign member(s) to the Editorial Board should vacancies occur during the year (between conferences).

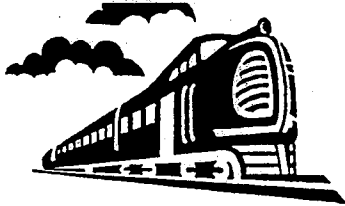
Addendum B

CHECKLISTS AND COPYRIGHTS

Each piece of proposed literature should have a cover sheet that includes the following:

a. "Where-the-Hell-Is-It-In-Progress?" checklist that will show exactly what stage of development the work in progress is.

b. The copyright and date, with the statement: "DO NOT DUPLICATE, REPRODUCE OR DISTRIBUTE! THIS IS NON-CONFERENCE APPROVED LITERATURE."



All Aboard for Craigville!

The Fellowship Communications Committee needs members! Help us in our Visioning for this vital part of DA. This committee works with the website, the database and with the Ways & Means. So bring your ideas, bring your vision, bring your technology experience, and be a part of the solution!

DA STEP WORK:

Step 9: Made direct amends to such people wherever possible, except when to do so would injure them or others.

This step is one of the most crucial ones to take. It is about clearing up the wreckage we single-handedly created through our debting. We must not let our fears or our resentments prevent us from making our amends. Even if some of those on our 8th Step list were people who had harmed us, we must proceed. We also do not blame or criticize them; we focus only on our part in the wrong-doing. Here are some tips in helping you take this vital step:

- Remind yourself that you have decided to go to any lengths to find a spiritual experience.
- Pray for the strength, the willingness and the direction to do the right thing, no matter what the personal consequences may be.
- Bookend with your sponsor before and after making the amends.
- Keep the focus on your part, not what they did or didn't do to you.
- Maintain a spirit of humility, which doesn't mean that you have to crawl before them.
- Don't delay.

It is no coincidence that AA's promises appear after the discussion on the 9th Step. Upon completion of this step we will know a true freedom and happiness we've never experienced before. We will not regret the past, nor wish to shut the door on it. We can look people in the eyes, and stand tall before them. Our real purpose is to become of maximum service to our Higher Power and the people about us. Step 9 leads us towards this.

DA TRADITION FOCUS

Tradition 9: D.A. as such, ought never be organized; but we may create service boards or committees directly responsible to those they serve.

The World Service Conference, the General Service Board of Trustees and group committees have at least one thing in common: we are there to serve. We don't issue directives to individual D.A. members or groups. We don't dictate (individually or collectively) how a member should work his/her program or how a group should format its meeting. Just as the individual member's recovery is dependent upon his/her practicing the 12 Steps of DA, so must DA's service boards and group committees follow the 12 Traditions. It is the difference between a spirit of authority and a spirit of service. The World Service Conference, the GSB of Trustees, and all group committees need remain mindful of at least two things: a loving God as is expressed in our group conscience is the only authority; and our primary purpose: to carry the message to those still suffering.