

# THE DA FOCUS

The Quarterly World Service Newsletter for the Fellowship of Debtors Anonymous

Double issue  
January 2007

This double issue combines  
Fall 2006 and Winter 2007

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## DA e-News List

Would you like to receive the *DA Focus* and *Ways & Means* free, hear about the newest DA literature for sale and receive other announcements from the DA General Service Office? Sign-up today for the DA e-News List. To date, about 1,700 members have signed up. [www.debtorsanonymous.org](http://www.debtorsanonymous.org)

## Re-List Your Group

If you would like your group included in the soon-to-be-launched online searchable meeting list, please update your group's information with the General Service Office as soon as possible. All groups and Inter-groups are asked to update their information annually, unless they indicate they prefer not to. See article on page 8.

# Debtors Anonymous Is Reclaiming Its Past

Thirty-plus years of DA history is being unveiled as the fellowship's first-ever attempt at establishing an archive moves ahead.

**M**embers of the General Service Board's ad hoc Archives Committee recently began opening the first boxes of archival materials at the General Service Office in Needham, MA, and they found some unexpected treasures:

- Minutes of the very first World Service Conference, held in 1987 in New York City.
- Copies of the earliest issues of the *Ways & Means* newsletter, which in the 1980s was published only on paper, but produced every two months (six times a year).
- Interviews with some of the fellowship's earliest members, neatly typed up in story form.
- Hundreds of newspaper clippings describing DA's growth and development across the country over three decades.

There was even, in the General Service Board minutes, an offer to a world-famous advice columnist to join the board as a trustee. (She declined.)

DA's efforts to retrieve and preserve its history are mostly of recent origin (although one former trustee in the mid-1980s did write a monthly column on the fellowship's history at a time when it was less than 10 years old).

Over the past few years, the GSB and many long-time members became concerned that very little of the fellowship's history had been written down or preserved in any form. With the death of founder John Henderson, and the aging of many other long-time members, there was fear that the story of DA's early days

might be lost forever.

In addition, very few historical records pertaining to the fellowship had been preserved. DA's most important records—minutes of the General Service Board, reports of the World Service Conferences, and many other historical documents, were available only for the past few years.

In 2005, the GSB formed an ad hoc Archives Committee to begin accepting donations of historical materials, and finding ways to examine, catalogue, and store them, with the eventual goal of making them available to researchers and the fellowship as a whole. Since then, materials have been slowly trickling in, and others that had been stored at the General Service Office for years, but never opened, have been discovered.

Much remains to be done, but the beginnings of a real archive have emerged. The committee now has in its possession many items, such as many of the minutes of the General Service Board, beginning in 1984 (Some handwritten and coffee stained!), reports from several of the first World Service Conferences, early issues of *Ways & Means* and other national DA publications, including forerunners of the *DA Focus*, and the names of many early trustees.

There are still many gaps in these collections, which hopefully will be closed as further donations come in.

Other materials include extensive histories of DA in various cities, such as Boston, early pamphlets, meeting lists, event flyers, and office forms, the names of the fellowship's office employees over the years, and dozens of

*(Continued on page 2)*

### Literature Publications (Lit Pub)

Literature Publications is in the process of contracting with a copyright attorney as an important first step toward ensuring that all DA literature is protected. The new DA bookmark, "Just For This Day," is now available for purchase. The content for the bookmark was approved at the 2005 World Service Conference. An approved BDA meeting format is now available for free download from the DA web site. The committee reviewed the development of the DA Glossary and, in keeping with the current literature development process, determined to return the project to the WSC Literature Committee for further action.

### Literature Services Board (LSB)

The fellowship has indicated to the GSB that a DA version of a *Twelve Steps and Twelve Traditions* book is a high priority. A volunteer subcommittee of the WSC Literature Committee has been working on the book for several years. In an effort to move the project forward, the three Appointed Committee Members of Literature Services have prepared a *Request for Proposal (RFP)* to locate a paid writer. See page 7 for details.

### Ways & Means Committee

The GSB's Ways & Means Committee is examining the long-term mission of the venerable recovery newsletter as it approaches its 20th anniversary in 2007.

The committee hopes to produce a 20th anniversary edition and begin reprinting some classic articles from early issues of the newsletter. It also hopes to run more material on the history of Debtors Anonymous.

The committee is working through its liaison with the Conference's Fellowship Communications Committee to involve the FCC in soliciting more articles from the fellowship at large. It is also working on developing release forms for contributors to the newsletter, in line with the standard practice of most publications.

*Ways & Means* recently completed a successful transition from a hard-copy printed subscription publication to a free publication available for download on the Internet. It is available on the DA website, as well as on some intergroup websites.

### InfoTech Committee

In order to launch the searchable meeting function on the website, DA is transitioning to a new webhost. As of a recent report, an impressive 1700 subscribers have signed up to receive news and information sent out via the GSO's e-News list. To subscribe, click on the link on the DA home page. The Info Tech Committee will be working with the Internal Operations to set-up a "phone tree" for the General Service Office. The phone tree will feature four message boxes: 1) basic DA information in English; 2) basic DA information in Spanish; 3) Intergroup phone numbers; 4) DA GSO contact information.

### Public Information Committee (PI)

Jimmy W. was appointed to a one-year term as Media Contact. The Media Contact's mission is to field media requests from journalists and locate DA members willing to be interviewed. The GSB also approved a PI letter to be sent to the media.

### Finance Committee

The Finance Committee of the DA General Service Board has the responsibility of managing DA's finances. See pages 4-5 for the Treasurer's Report.

### Office Committee

Two members of the General Service Board's Office Committee made a regular visit to the DA General Service Office in Needham, Mass., in late November. The GSB's Office Liaison, often accompanied by at least one other Office Committee member, visits the office at least once a year to ensure that it is serving the needs of the fellowship most efficiently. Members of the Office Committee are also in weekly, and sometimes daily, contact with the office staff throughout the year.

DA's General Service Office performs a wide variety of functions to serve the fellowship, including filling orders for thousands of pieces of literature, registering new DA groups (an average of 60 per year), updating registrations for existing groups, and answering thousands of phone calls, e-mails, and faxes requesting information or help on dozens of different subjects.

Office Manager Howard S. works with the Office Liaison and other members of the GSB Office Committee to provide the fellowship with the best, most professional service possible. Howard is currently drawing up plans for a pool of volunteers who can assist the paid staff during exceptionally busy times, such as when there are mass mailings that have to be folded and addressed.

During the visit, plans were discussed for making the Office as accessible as possible to many GSRs and ISRs when they travel to Massachusetts this August for the 21<sup>st</sup> annual World Service Conference.

### Nominations Committee

The GSB Nominations Committee is responsible for recruiting new trustees to join the General Service Board. The GSB bylaws provide for at least three Class B (non-debtor) trustees and no less than nine Class A (recovering debtor) trustees. Currently there are three Class B trustees and eight Class A trustees. The Nominations Committee is actively seeking DA members interested in serving as trustees. Candidates from the New York area are especially needed. It is suggested that an applicant have at least three years of not-debting and have attended at least one DA World Service Conference as a delegate. For more information, email the General Service Office.

*Continued on page 3*

*(DA Archives—Continued from page 1)*

speaker tapes from long-time members.

There are also legal documents of great importance to the fellowship, including copyright information for DA literature and incorporation papers for the GSB as a non-profit corporation.

Many of the above materials had been thought lost, and now will be permanently preserved.

### Preservation

The Archives Committee plans to carefully sort, catalogue, and store all the materials in the months ahead, and keep them in a climate-controlled storage facility near the General Service Office in Eastern Massachusetts, where they will form the basis of future DA historical research and writing.

An online archive has been created, where documents from recent years can be stored digitally and accessed by the fellowship's trusted servants.

The Archives Committee is in the process of renting climate-controlled storage space near the General Service Office to permanently preserve fragile documents on paper, photographic paper, and audio tape.

Contact has been made with some intergroups around the country about copying their records for preservation (Greater New York DA has already granted permission for the copying of its surviving records, and others may soon follow suit).

Surviving former GSB trustees have also been contacted for help in constructing a complete and accurate history.

*Continued on page 3*

## Translators Wanted

Help carry the DA message...translate DA's literature into Spanish, French, Russian, Chinese, or other languages. We would like to hear from you. Please e-mail the GSO.

*DA Archives—Continued from page 2*

The Archives Committee has begun to collect a wide variety of historical materials, including group histories, tapes, such paper records as intergroup newsletters and minutes, event flyers, meeting lists, and the stories of early members and long-timers. Groups, intergroups, and individuals are asked to send originals or copies of any material they may have to the DA General Service Office, P.O. Box 920888, Needham, MA 02492.

**Archivists & Other Volunteers Needed!**

Help is still needed in this effort. Specifically, the Archives Committee is seeking the assistance of any individuals with professional archiving experience to act in an advisory capacity. It is also hoping to create a committee of local trusted servants in the greater Boston area to assist with the cataloguing and organization of archival materials. Anyone with questions or willing to help in any capacity can contact any of the three current members of the Archives Committee through the General Service Office, or at the following e-mail addresses:

Deborah C. at [livingmyvision@verizon.net](mailto:livingmyvision@verizon.net)  
Paul S. at [sherpa111@aol.com](mailto:sherpa111@aol.com)  
Jan S. at [stillsolvent@yahoo.com](mailto:stillsolvent@yahoo.com).

*GSB Reports—Continued from page 2***The (Ad Hoc) Archive Committee**

See article on page 1.

**World Service Conference Issues**

**The (Ad Hoc) WSC Support Committee.** This committee is "...charged with improving and updating the process of putting on the Debtors Anonymous World Service Conference" and will work with the subcommittees of the WSC Conference Committee. Chairpersons of past DA Conferences are being consulted for their expertise.

**The (Ad Hoc) Policy & Delegate Support Committee.** The Policy Committee takes a long term view Of WSC concerns and responsibility for issues of policy implementation. Liaisons from the PDSC work directly with the Conference Committee.

**The DA Focus Committee**

A committee was formed to handle the editorial and graphic production of the GSB service newsletter *The DA Focus*. This newsletter is intended to serve DA as a whole, and does not accept submissions that are local or regional in scope.

Announcements of local events should be submitted to the *Ways & Means* at [waysandmeansda@hotmail.com](mailto:waysandmeansda@hotmail.com).

**BDA Format**

Available now on the DA website

**New literature****Just for This Day****A DA bookmark**

Check the website for ordering information.

**ATTENTION:  
SERVICE OPPORTUNITY**

DA is seeking TRUSTEES  
from New York

The Nominations Committee of the General Service Board seeks qualified candidates to serve DA as Trustees. Region 7 (New York, New Jersey, and Delaware) is currently not represented on the GSB. Other under-represented regions include the Northwest, Midwest, Southwest, South, New England, Canada, and the rest of the world. Please email the GSO for information on how to submit a nomination (yours or someone else's) to become a GSB Trustee.

**World Service Conference FAQs****When will we get our WSC report?**

The 2006 DA World Service Conference Minutes and full reports from the General Service Board, Committees, and Caucuses have been mailed to all Conference attendees. A version without delegate contact information will be available on the DA website. *Note to GSRs and ISRs: If you would like a report mailed to you, please be sure to send your mailing info to your GSB liaison.*

**When and where is the 2007 WSC?**

The 2007 DA World Service Conference will be held at the Sturbridge Host Hotel and Conference Center in the Boston area the week of August 15-19, 2007.

**When will our group get the spending plan?**

Registration packets and spending plans will be mailed to all registered DA groups and Intergroups in the Spring. Be sure your group or Intergroup registration is updated with the GSO to receive your packet.

Check the *Events* page of the DA web site for information as it becomes available.

**How can we start planning now?**

The cost of recent WSC sites has been increasing. A good rule of thumb might be to estimate \$400 for registration, \$400 for room and board, and applicable airfare to the Boston area.

**Why does the Conference cost what it does?**

The costs are directly related to the cost of living in each city. The registration fee is expected to cover the following: expenses to plan, produce and orchestrate the World Service Conference, Fellowship Day, and the GSB meeting held at the WSC; travel and lodging of the Host Committee Chair, Trustees, General Service Office Manager; and provide seed money for the following year's Conference.

**How can I bring an issue, question, or idea to the 2007 WSC?**

Give it to your group's GSR or ISR to include on the *Let Us Hear From You* form in the reg packet, or email it to the WSC Host Committee c/o the GSO.

**Where will the Conference be in 2008?**

Salt Lake City, Utah, will be the site of the 2008 World Service Conference.

**Is there anyway we can lower the cost of the WSC so more GSRs can attend?**

The WSC Support Committee of the GSB and the Conference Committee of the WSC are working on improving the WSC planning and implementation process. One of the goals is to reduce both the cost of producing the WSC and the registration fee. Another goal is to create procedures to assist the WSC Host Committee. One of the ideas being discussed is to hold the WSC in rotation in three cities (east, central, and west coast locations). If you have ideas about how to improve the WSC, please email them to the WSC Support Committee c/o the GSO.

## DA's income report is mixed for the first part of fiscal year 2006-07

### Income

For the first five months of the fiscal year beginning July 1, 2006, DA's overall income has exceeded the spending plan, while expenses have been less than expected. The net result is a \$13,971 surplus for the five-month period ending November 30, 2006. However, this positive viewpoint depends on two line items: the John Henderson Scholarship Fund and the net proceeds from the 2006 World Service Conference. When these line items are removed, DA's actual earning is lower than planned. Even though, literature sales were 7% higher than planned, and donations from individuals were 20% higher than planned, contributions from

groups were 23% lower than expected. For DA to be self-supporting, group contributions need to be much higher.

### Expenses

The expense categories have been running less than expected for the first five months of the fiscal year, with two exceptions: literature printing and production and general and office administration. Overall, spending through November ran 14% less than planned.

There are some anticipated expenses related to upcoming infotech projects.

### Reserves

The GSB is slowly and gradually increasing the prudent reserve, which currently stands at \$35,000, as shown in the chart below. The goal is to have a prudent reserve of one year's operating funds. The GSB also sets aside a percentage of every piece of literature that is sold to replenish the literature printing reserve. This printing reserve is in addition to a reserve designated to produce the next DA book. Another amount is held in reserve for moving the DA Office to larger quarters when the time comes.

### Managing DA's Money

The positions of General Service Board Treasurer and Assistant Treasurer have been (and are currently) held by Trustees with accounting experience. In addition, DA is assisted by a part-time bookkeeper and a certified professional accountant who prepares the annual non-profit corporation financial statements and tax returns. The GSB takes the responsibility of managing DA's money very seriously, and at all times endeavors to act in a thoughtful and prudent manner, following the principles of the DA program.

#### Debtors Anonymous General Service Board INCOME STATEMENT

July 1, 2006 to November 30, 2006

	PLAN 7/1/2006 to 11/30/2006	ACTUAL 7/1/2006 to 11/30/2006
<b>REVENUE</b>		
Literature Sales	\$ 30,940	\$ 32,954
Group Contributions	17,085	13,200
Individual Contributions	8,335	9,999
John Henderson Fund	-	1,933
Invitation to Prosperity	415	-
World Svc. Month Contributions	3,125	1,491
Interest Income	955	1,453
Misc. Income	20	124
World Service Conference	2,290	5,884
<b>TOTAL REVENUE</b>	<b>\$ 63,165</b>	<b>\$ 67,038</b>
<b>EXPENSE</b>		
Board Administration	\$ 2,685	\$ 2,158
Board Travel	8,335	5,574
General Administration	6,070	6,225
Office Administration	5,185	5,906
Literature Printing & Production	10,355	12,009
Ways & Means	750	325
Payroll Expense	24,915	20,760
Conference Committees	2,710	110
<b>TOTAL EXPENSE</b>	<b>\$ 38,730</b>	<b>\$ 33,204</b>
GROSS PROFIT	\$ 52,060	\$ 54,704
LESS EXPENSES	49,900	40,733
<b>NET INCOME FROM OPERATIONS</b>	<b>2160</b>	<b>13971</b>
Proposed Office Computer	\$ 1,250	-
Proposed Office Improvements	895	-
<b>SURPLUS/(DEFICIT)</b>	<b>\$ 15</b>	<b>\$ 13,971</b>

#### 2006-2007 CASH POSITION

November 30, 2006

CHECKING		\$ 17,497
LESS: PAYABLES		-
		<u>\$ 17,497</u>
<b>SAVINGS</b>		
Prudent Reserve	\$ 35,000	
Literature Reserve	3,061	
W&M Reserve	-	
WSC Seed Money	-	
JH Scholarship Fund	-	
Book Printing Reserve	15,000	
Office Move Reserve	15,000	
Unrestricted Savings	43,144	\$ 43,144
Total Savings	<u>\$ 111,205</u>	
<b>TOTAL CASH AVAILABLE:</b>		<u>\$ 60,641</u>

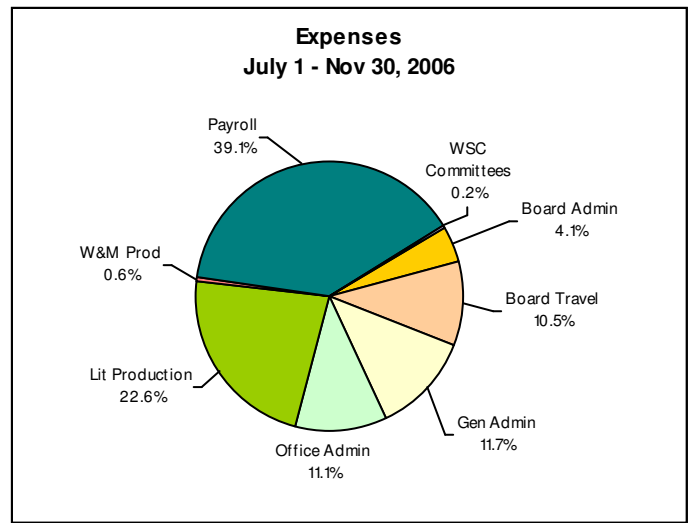
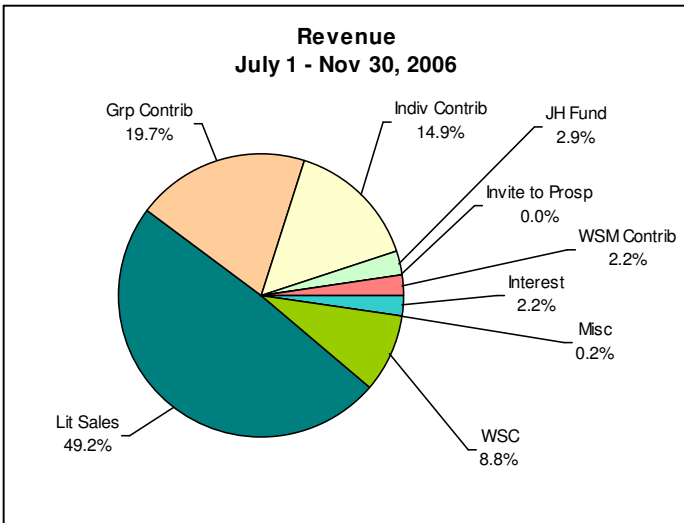


## Where does DA's money come from, and where does it go?

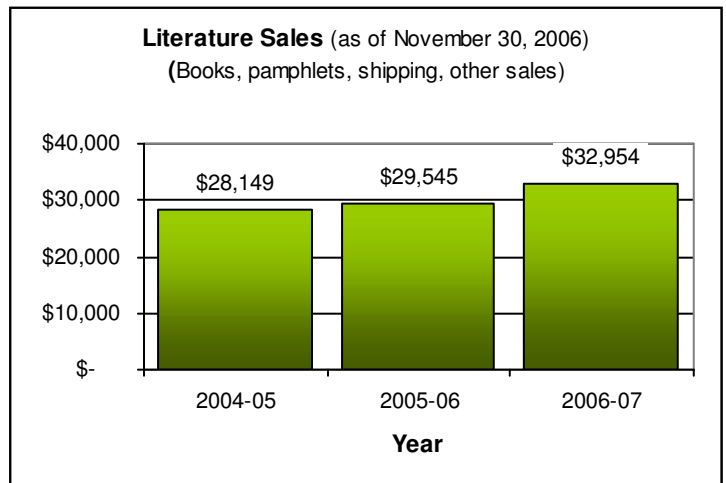
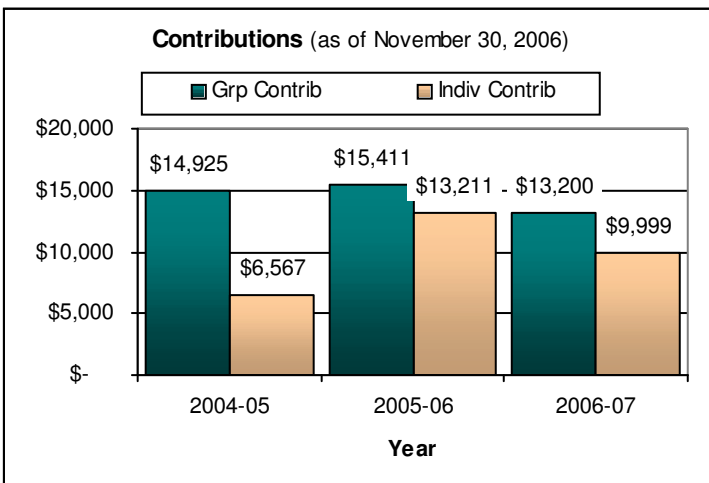
DA operates on a fiscal year, from July through June. The two pie charts below are for the fiscal year beginning July 1, 2006, through November 30, 2006. The percentages are based on the Income Statement on the opposite page. A major event that impacts the Income Statement is the World Service Conference, which usually occurs in August.

The pie chart on the left shows the various income sources. Literature sales account for approximately half of DA's income. Group and individual contributions comprise another 35%. The rest of DA's income comes from a variety of sources, including fundraising campaigns such as World Service Month and Invitation to Prosperity. The Conference also generates income for DA.

The pie chart on the right shows the categories of DA's expenses. Payroll is the largest slice at 39%. Producing literature accounts for another 22.6%. Office administration is about 11%. General administrative and Service Board expenses, typically higher in August due to the production of the World Service Conference, make up most of the balance.



## How is DA doing ?



How is DA doing? Group and individual contributions for the past three years are shown in the chart above. Group contributions for 2006-07 are down 14% compared to 2005-06. Individual contributions are down 24%.

Literature sales are up 12% over the same period.

The financial statements presented in the DA Focus are unaudited and intended for information purposes only. Please send your personal and group contributions to the General Service Office. You can find a donation form on the DA website. Click on the 7th Tradition link. Please note: A group contribution that doesn't have the group number on the check is categorized as an "individual contribution."

The GSR and ISR delegates of the eight committees and two caucuses of the DA World Service Conference work on DA projects throughout the year. Many of the delegates will return to the 2007 WSC to report on the year's progress, and make plans for 2008.

### Internal Operations Committee

Subcommittees of the Internal Operations Committee have been hard at work since the World Service Conference on a proposal to change the way DA groups and intergroups update their registration, and on a project to write an operations manual for the General Service Office. A subcommittee is also examining the possibility of bringing back New Group Packets, which at one time were sent to all new groups registering with the GSO. IOC members are also planning to visit the GSO during the 2007 World Service Conference this coming August in Sturbridge, Mass.

### Literature Committee

The *Daily Meditations Book* subcommittee is enthusiastically collecting submissions. Enclosed in this mailing is information on how to hold a meditation writing party. See also the sidebar on page 7. The Literature Committee is currently reviewing the combination pamphlet *Debt Payment and Communicat-ing With Creditors* which is being revised. DA members who want to write DA literature may apply to be a contract writer or to be an Appointed Committee Member (ACM) to Literature Services, a subcommittee of the General Service Board. Please email the GSO for information on how to apply.

### Fellowship Communications (FCC)

The FCC presented numerous ideas for expanding and developing the scope of the *Ways & Means* newsletter, DA's online meeting in "print."

### Hospitals, Institutions, and Prisons (HIP)

The HIP Committee continues its efforts to gather recovery stories from DA members who have been confined in an institution. HIP encourages all DA members to write—and to encourage other D.A. members to write—*Ways & Means* articles devoted to HIP issues.

### Business Debtors Anonymous (BDA)

Business Debtors Anonymous is an integral part of Debtors Anonymous. Its members have specific issues around debting that affect their businesses. They use their common experience of how to implement Debtors Anonymous Steps, Tools, and Traditions in order not to incur unsecured debt one day at a time, and to carry this message to the still-suffering debtor.

### Resource Development (RDC)

The Resource Development Committee continued to develop the Treasurer Service Manual that was begun in 2005, with a planned completion date of 2007. RDC is also working on an "Events Service Resource" that includes suggestions on how to hold successful fundraising events such as step-study workshops, visions workshops, silent auctions, and fellowship days.

### Public Information Committee (PI)

The PI Committee developed a list of suggestions for reaching out to and supporting debtors in isolated areas. The committee continues the work of the Carry the Message Network, which holds monthly conference calls scheduled on the last Sunday night of each month. Currently there are approximately fifty Public Information Representatives across the US and Canada. For information about how to join the CTM Network, email the GSO.

### Conference Committee

The Conference Committee plans to bring a motion to the 2007 WSC to amend Article 9 of the DA Charter, which will require that the text of future such amendments be sent to the General Service Representatives of all registered groups and intergroups postmarked one-hundred and twenty (120) days prior to the first day of the WSC. The John Henderson Scholarship Fund Subcommittee is working on a sample spending plan and fundraising ideas to help as many GSRs as possible attend the 2007 WSC. The 2007 Boston Host Committee is designing the GSR registration packets. The 2008 Salt Lake City Host Committee is searching for a suitable WSC site. The Conference Committee has an ongoing project to produce a DA Service Manual.

### Intergroup Caucus

About half of DA's registered intergroups have been active participants in the World Service Conference's Intergroup Caucus this year. The caucus has been meeting monthly by conference call. The Caucus also has decided to invite representatives of other intergroups that have not been active in it to join it on the monthly conference calls, including intergroups outside the U.S. Much of the Caucus' work involves the sharing of experience between intergroups—what works, what doesn't, how to increase attendance at intergroup meetings, and how to encourage more members to do service at this level. A "group inventory" done by the Southern California intergroup has inspired others to consider doing an inventory. The Caucus has also helped Alaska's lone DA group to affiliate with an intergroup in Washington State, and is supporting efforts to form a new intergroup in Fairfield County, Connecticut.

### Technology Caucus

The Technology Caucus has been key in creating the searchable meeting list and online database. Efforts continue on the upgrade of the DA web site host so that the searchable feature will function. The Tech Caucus also strongly recommended that the GSB hire a professional web production person. ■

### Public Information Committee Report

The World Service Conference Public Information Committee of Debtors Anonymous has one primary purpose—to carry the message to the debtor who still suffers. Since the 2006 Conference we have maintained that focus in the following ways:

We continue to respond to representatives from the media seeking information about Debtors Anonymous and/or interviews with members. In October the DA General Service Board (GSB) found a DA member to take over the job of coordinating these contacts, relieving the PI Committee of the day-to-day responsibility for this task. We are working with the new Media Contact and the Board to set up a Media Speaker database of people who are willing to speak to the media.

We continue to support the Carry The Message Network. The CTMN has been in existence since the 2004 Conference. It meets via conference call on the last Sunday of each month. Since the 2006 Conference there have been two calls, both of which have been very successful. We hope that meetings will establish the service position of Public Information Representative. The person serving in this position attends the meeting calls of the CTMN and uses the tools and suggestions generated and shared on these calls to carry the message in their areas. This person also is aware of the procedures for responding to media requests appropriately.

We continue the work of reaching out to struggling meetings and groups in isolated areas. This is work that began at the 2006 World Service Conference in response not only to the General Service Board's Primary Purpose Statement, but also to concerns voiced at the Forum and over and over in informal discussions. There is much justified concern within the fellowship about keeping members once they have been made aware of DA. If suffering debtors, having finally discovered DA and found a meeting they can attend, do not find experience, strength and hope (or at least strength and hope) and a *clear focus on our primary purpose* at that meeting, they are likely to leave in despair after the meeting and not return. We cannot ignore this situation; it will not get better by itself, and without strong meetings all the outreach and attraction in the world will do little good. The Public Information Committee has been discussing ways to address the problem of weak and struggling meetings and meetings in isolated areas.

We are compiling a list of suggestions for making meetings stronger and discussing ways to get this information out to the fellowship. We are aware that this is not something that can be dealt with at leisure; it needs attention now. With diligence and attention we will have the first suggestions ready for the spring edition of *Ways and Means*. If anyone in the fellowship has questions or suggestions for this project we would welcome them. Please contact the WSC PI Committee through the GSO. ■

## Writer Sought for Debtors Anonymous Twelve Steps and Twelve Traditions Book

The Literature Services Board of Debtors Anonymous is requesting proposals for a strong, powerfully-written and deeply felt and expressed book about the Twelve Steps and Twelve Traditions of Debtors Anonymous. The author must be

- a current, recovering member of D.A. with significant experience in the D.A. program
- actively working D.A.'s Twelve Steps
- an experienced writer with demonstrated ability to deliver a substantial manuscript
- willing to turn over all rights to D.A. and to maintain anonymity with regard to authorship.

Primary Audience: Members of D.A.

Approach: Practical, accessible, concrete

Tone/style: Clear, friendly, inspirational, straightforward

Length: 200–250 pages at approximately 300 words per page (book length)

### Suggested Format for Debtors Anonymous Twelve Steps and Twelve Traditions Book

There should be one chapter on each of the Steps and each of the Traditions.

Each Step chapter should include personal stories and suggestions for working the Steps. We want this book to be of assistance to members of the fellowship who want a guide to working the Steps. Each Tradition chapter should address the applicability of the Tradition in the life of a D.A. group and possibly in the life of an individual D.A. member.

The writer will be provided with previously-created materials which may be used as reference or incorporated into the final text of the book.

### Timeline and Deliverables

A sample of work in progress from Steps 1–12: 30 days from signing (1 month)

First draft of Steps 1–12: 180 days from signing (6 months)

First draft of Traditions 1–12: 360 days from signing (12 months)

Second draft of book: 90 days after receipt of final comments (3 months)

(Comments will be sent back to author on an on-going basis.)

Total: 15 months

The aim is to submit the second draft of the book to the Literature Committee at the August 2008 World Service Conference.

### The Proposal

Please submit the following, in electronic form if possible:

1. Your résumé
2. A personal essay of no more than 1000 words, written in the style you would bring to the D.A. Twelve Steps and Twelve Traditions book, that includes:
  - Your vision for the book
  - Your experience in D.A.
  - The length of time since your last unsecured debt and your understanding of unsecured debt
  - Highlights of your D.A. recovery
  - Your experience of working the Twelve Steps of DA
  - Your experience of using the Twelve Traditions of DA
3. Samples of your work, including anything you have written for D.A. or another Twelve-Step fellowship
4. A bid for your work together with your terms and conditions or a statement that you would be doing this as service to the fellowship
5. Three references, including at least one professional reference (your anonymity will be protected) and one from a D.A. member who knows your writing.

## How to Throw a Meditation-Writing Party

1. Choose a location, date, and time.
  2. Invite about ten people.
  3. Provide space for writing.
  4. Provide paper and pens.
  5. Offer refreshments.
  6. Open with the Serenity Prayer.
  7. Read the informational flyer.
  8. Read a sample meditation.
  9. Write for 45 minutes.
  10. Share writings out loud.
  11. Offer positive feedback.
  12. Collect the meditations.
  13. Collect signed release forms.
  14. Collect electronically created files on a disk or flash drive.
  15. Close with the Serenity prayer.
  16. Email the submissions to the Chair of the Meditation Book subcommittee.
- See the enclosed flyer for more information.

All materials should be e-mailed (preferred) or postmarked no later than **March 15, 2007**.

Please send proposals to:

Pat B.  
726 Dodge Ave.  
Evanston, IL 60202  
broughtonp@sbcglobal.net

If you have any questions, please contact Gail at gowensmith42@hotmail.com or (562) 595-8907.

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## Re-Listing Your Group: How Important Is It?

**W**hen the Thursday “DA Tool Kit” meeting of Somerville, MA, closed its doors a few months ago, the two remaining members of the group took an unusual action—they contacted the New England Intergroup and the DA General Service Office to let them know the meeting had gone defunct.

The members of the group, which had met for many years at Somerville Hospital, were sad to lose it, but they also felt a responsibility to make sure that other members of the fellowship didn’t experience the frustration of showing up for a meeting that no longer exists.

The listing of groups on local and national meeting lists has become a major concern in DA in recent years, because the accuracy of those lists is so important. Most people who start a DA group are quick to list it with both the GSO and their local intergroup. But they often neglect to re-notify those service bodies if a meeting changes its time or meeting place, and they virtually never call or write to have it removed from the meeting lists if it should stop meeting.

The result: a meeting list chaos that affects the ability of DA to carry the message to the debtor who still suffers. The GSO receives frequent complaints from members who have traveled to attend meetings listed on current lists that are simply no longer there. In some cases,

meetings that have been defunct for as long as 4 or 5 years have lingered on meeting lists, because no one took the responsibility or initiative to remove them.

Concern with this issue culminated with the 2006 World Service Conference passing a motion to require all DA groups to “re-list” their meetings once a year. Groups that do not “re-list” will be removed from the national print and online meeting lists, in the interests of accuracy.

Note: Currently the “re-listing” provision does not affect the official registered status of a DA group. A group can be an officially registered DA group, with all the privileges accorded to such groups under the DA charter, without being listed on a meeting list.

This drive to clean up the national meeting lists has been spearheaded by the Internal Operations Committee of the WSC, which presented the motion to the conference. It modeled the new re-listing requirement on procedures that have worked well in other 12-Step programs.

The IOC notes that there is nothing punitive about the re-listing requirement. It will benefit the fellowship not only by making meeting lists far more accurate, but by making it easier for the General Service Office to contact existing groups, which often have outdated contact information.

Part of the new procedure will involve listing accurate contact information for each group, so that the groups can reliably receive mailings and e-mails from the GSO.

The meeting list cleanup will take on even more importance as the DA website [www.debtorsanonymous.org](http://www.debtorsanonymous.org) becomes the site of a new, greatly improved searchable online meeting list. In the near future, the online list will be able to locate every DA meeting in the U.S., Canada, and eventually the world, with sophisticated search functions, greatly improving the ease with which meetings can be located.

These powerful new search functions make it even more important for all groups to update their information and to prune defunct meetings from the list now.

New meeting registration forms, and existing meeting re-listing forms can be downloaded and printed from the DA website, or can be requested by mail or phone from the General Service Office in Needham. For several months now, the IOC has worked hard to contact groups and intergroups, asking them to update their information, and several dozen have already done so.

It is also hoped that groups renewing their listing with DA General Service Office will also send the new information to their local intergroup, ensuring that intergroup lists are up to date as well. ■

### THE DAFOCUS

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