

**S - ANON**  
*International*



*Family Groups*

**16<sup>th</sup> ANNUAL  
WORLD SERVICE CONFERENCE SUMMARY**

**JULY 2019 • SEATTLE, WASHINGTON**

**S-ANON WORLD SERVICE CONFERENCE SUMMARY**

**July 2019**

**Contents**

AGENDA..... 3

16<sup>th</sup> ANNUAL S-ANON 2019 WORLD SERVICE CONFERENCE MINUTES ..... 4

Board of Trustees Committee Reports..... 13

    BOARD OF TRUSTEES (BOT) CHAIRPERSON’S REPORT ..... 13

    WORLD SERVICE OFFICE (WSO) REPORT..... 17

    EXECUTIVE COMMITTEE REPORT ..... 19

    FINANCE COMMITTEE REPORT ..... 21

    LITERATURE COMMITTEE REPORT..... 23

    WORLD SERVICE CONFERENCE COMMITTEE (WSCC) REPORT ..... 25

    PUBLIC INFORMATION AND OUTREACH COMMITTEE (PI&O) REPORT..... 26

    S-ATEEN COMMITTEE REPORT ..... 27

    POLICY STUDY AND SERVICE COMMUNICATIONS COMMITTEE (PSSCC) REPORT..... 29

    Service Manual Ad Hoc Committee ..... 30

    REGIONAL TRUSTEES REPORT ..... 31

DELEGATES REPORT ..... 32

BOT Slate: Motion from the Floor ..... 36

Motion 1: Minority Reporting at the World Service Conference ..... 37

Motion 2: Publishing the History of S-Anon Book ..... 39

ROBERT’S RULES SUMMARY ..... 41

TWELVE TRADITIONS OF S-ANON ..... 43

S-ANON’S TWELVE CONCEPTS OF SERVICE ..... 44

THE GENERAL WARRANTIES OF THE CONFERENCE..... 45

BYLAWS OF S-ANON INTERNATIONAL FAMILY GROUPS, INC. BOARD OF TRUSTEES ..... 45

**S-ANON WORLD SERVICE CONFERENCE SUMMARY**  
**July 2019**

**AGENDA**

- 8:30 am Sign In / Meet and Greet
- 9:00 am **OPENING**  
Serenity Prayer  
Welcome/Announcements  
Credentials Committee Report  
Roll Call and Introductions  
Adoption of the Agenda  
Program Readings: Steps, Traditions, Concepts
- 9:40 am **BOARD HIGHLIGHTS**  
Executive Committee & Board Chair  
Finance  
World Service Office  
Regional Trustees
- 10:20 am **DELEGATE HIGHLIGHTS**
- 10:30 am Break
- 10:40 am **COMMITTEE HIGHLIGHTS**  
Literature  
International Conventions  
Policy Study & Service Communications  
Public Information & Outreach  
S-Ateen  
World Service Conference  
Archives (*inactive*)
- 11:45 am Lunch
- 1:15 pm **BRAINSTORMING SESSION: Leadership & Service**  
Small Group Discussion and Idea Sharing
- 2:40 pm Break
- 2:50 pm **MOTIONS CONSIDERATION**  
Parliamentarian's Comments on Roberts Rules  
Motion from the Floor to Confirm the S-Anon Board of Trustees  
Motion 1: Minority Voice  
Motion 2: S-Anon History Book
- 4:45 pm **ADJOURNMENT**  
WSC Feedback Questionnaire instructions  
Serenity Prayer

## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

# 16<sup>th</sup> ANNUAL S-ANON 2019 WORLD SERVICE CONFERENCE MINUTES

Seattle, Washington

July 12, 2019

1. **Sign in, meet and greet**
2. **Opening, welcome, introductions and announcements:** The World Service Conference Chairperson opened the 2019 World Service Conference (WSC) with a moment of silence and then made announcements.
3. **Credentials Committee report:** The Credentials Committee Spokesperson reported that 37 voting WSC members were present. The number of votes needed to reach a quorum was 24 votes to constitute the 2/3rds required to pass a motion. Attendance list is attached.
4. **Roll call and introductions:** Everyone introduced themselves and identified their areas of responsibility.
5. **Adoption of the agenda:** The BOT Chair made a motion to adopt the agenda, as written, and the BOT Treasurer/FC Chair seconded the motion. The FL Delegate made an amendment to add "16<sup>th</sup> Annual" to the title of the Agenda so that it reads "16<sup>th</sup> Annual World Service Conference." The PI&O Chair seconded the motion and there was no discussion or objections. Motion to approve the agenda with the amendment: Motion passed with 36 in favor, 0 opposed, 1 abstention.
6. **Opening comments and program readings:** The Twelve Steps, the Twelve Traditions, the Twelve Concepts and the General Warranties of the Conference were read.

## REPORTS

7. **Executive Committee (EC) / Board of Trustees (BOT):** The BOT Chair gave highlights from the written report and then asked for questions.
  - S-Anon's 35<sup>th</sup> Anniversary
  - A new website
  - A new office
  - A new web store with audio downloads
  - Speaker guidelines for convention

**Speaker Recordings:** The BOT Chair and WSO Executive Director (ED) responded to a question about downloading the speaker recordings from the website and said that the cost for the complete set is \$20 and includes over 2 hours of 7 speakers.

8. **Finance Committee (FC):** The BOT Treasurer/FC Chair gave highlights from the written report and then asked for questions.
  - Stewards of your S-Anon funds
  - Research the financial impact of our motions

## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

- Research and make recommendations to the BOT for items that have financial implications for S-Anon
- You can make a difference
  - Giving time
  - Participating in events
  - Making 7<sup>th</sup> Tradition donations

**Sharing the message of S-Ateen at International Conventions:** The WSO ED and BOT Chair responded to question about providing free *What is S-Ateen* pamphlets and the *Frequently Asked Questions* document as resources for SA/S-Anon members on the Literature Table at International Conventions and said that it would need to be approved by the BOT and suggested the S-Ateen Committee Chair submit a motion to the BOT.

**International Convention Proceeds:** The BOT Treasurer/FC Chair responded to a question about why the IC proceeds seem to fluctuate and said each host committee makes their own determination of how many excess funds they are going to send to S-Anon. Some years, depending on the location, there is not a whole lot of profit. Some cities are very expensive, so proceeds will fluctuate.

9. **World Service Office (WSO):** The Executive Director (ED) gave these highlights from the written report:
- Serving the newcomer
  - Providing resources to members and trusted servants
  - Protecting the S-Anon copyright

Then the ED asked for questions.

**Welcome Packet:** The ED responded to a question about emailing inquirers who have downloaded the Welcome Packet from the website and clarified the WSO maintains privacy and lets inquirers make the choice to reach out for meeting information. Also answered a question about making the Welcome Packet available for meetings to give out to newcomers and said the EC would need to make that decision. Also addressed the question about the Welcome Packet not being conference approved and said it was created from the email the WSO sends out to newcomers but now that it is distributed from the website it may need to go through the CAL process.

**WSO Address:** The ED answered question about why the physical address of the WSO is not available on the website and explained that the mailing address is not the same as the physical address. So to eliminate any confusion, only the PO Box is listed on the website. If you would like to visit, the address is 640 Spence Lane, Suite 124, Nashville, TN 37217.

**Images on Website:** The ED responded to a concern about anonymity of members in the images on the website and clarified that they are stock photos. There is a photo of hands that was taken at the S-Anon International Convention in Nashville and release documents were signed by everyone who participated in that. The PI&O Chair addressed the concern that the images on the website do not represent all the members of S-Anon and said it was a conscious decision based on the demographics of the current fellowship which is mainly female. The ED added that there are 3 photos of men on the website.

## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

**Literature Sales:** The ED addressed question about the literature sales report and said the printed literature sales need to be separated out from the eBook sales.

**10. Regional Trustee (RT):** The RT Committee Chair/Southwest RT gave these highlights from the written report:

- Fill vacant trustee positions
- Increase number of Delegates and Lone Member Coordinators
- Realign our 8 regions to equalize number of meetings per region

Then the RTs asked for questions.

**Map of Areas with Delegates and Regional Trustees:** The RT Chair responded to question about the regional map being available in digital form for later reference and confirmed it is not but said there is a different one that could be sent out. Agreed it would be helpful for local groups to understand the structure and need for other service roles above the group level. The ED responded to question about map of groups on website and said the Find A Meeting function on the website is color coded by region and a map of Delegate and Regional Trustee service positions could be added.

**11. Delegate report:** The IL Delegate gave these highlights from the written report:

- We carry the “voice” of the fellowship to the WSC and serve as the “voice” of the fellowship by participating on standing committees
- Delegate orientation by the WSCC
- Continue to reach out to lone members and groups in states that do not have a Delegate
- Replace Google Groups with Office 365/Outlook/OneDrive

Then the IL Delegate asked for questions.

**Lone Members:** Delegates answered the question of how Lone Members are addressed and if they are encouraged to join phone, Skype and Zoom meetings and said some states have Lone Member Coordinators. The WSO sends a quarterly Lone Member report and the Delegates, Regional Trustees and Lone Member Coordinators all work together to reach out to those lone members.

*(SHORT BREAK WAS TAKEN)*

**Group Issues:** Delegates responded to the question about having a database of responses to group issues and said issues are discussed on the monthly conference calls and maybe something could be created on Microsoft Office that the Delegates now use.

**12. Literature Committee (LC):** The LC Chair gave these highlights from the written report:

- We carry the message of S-Anon through Conference Approved Literature (CAL).
- The Twelve Traditions work is in production. Traditions 1-7 are CAL.
- The S-Anews Compilation is in process.
- We have a new draft of the Twelve Concepts that will be edited for CAL.

## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

Then the LC Chair asked for questions.

**History book and Traditions book:** The LC Chair addressed the question of information in the History of S-Anon book overlapping with the Traditions booklets and explained that the Traditions work is different than the S-Anon History book. The plan for the history book is for it to be CAL and there will be questions at the end of each chapter that can be used for meeting topics or for recovery work.

**Sharing Recovery With Our Children:** The LC Chair answered question about when the *Sharing Recovery With Our Children* piece will be available and said that it has not passed conference approval yet but hopefully will soon.

**Material for Today's Generation:** The LC Chair addressed concern about focus being on literature for later in recovery when majority of fellowship is not as mature in recovery journey and encouraged anyone to send proposals for new literature or topics to the LC.

**S-Anews:** The LC Chair responded to a question asking if the S-Anews Compilation included anything that speaks to the parents of a sexaholic and mentioned sections in the green book and encouraged submittal of any ideas for literature to the LC.

**13. International Conventions Committee (ICC):** The ICC Chair gave these highlights from the written report:

- Joint speaker guidelines approved
- Major progress on convention guidelines
- Documenting policies for how our committee works.

Then the ICC Chair asked for questions.

**Convention In A Box:** The ICC Chair responded to question about what Convention In A Box is and explained the ICC is there to serve convention committees and provide them with materials and things to know when hosting a convention.

**14. Policy Study & Service Communications Committee (PSCC):** The PSCC Chair gave these highlights from the written report:

- Reviewed the Public Information Outreach Guide
- Gave WSCC assistance on how we process motions and the flow chart to illustrate it
- Working on guidelines for a fellowship-wide group conscience

There were no questions for this report.

**15. S-Anon/S-Ateen Service Manual (SSSM) ad hoc Committee:** The SSSM ad hoc Committee Chair gave these highlights from the written report:

- Lots of work has been done
- Revisions—Board Review—More Revisions—Approval
- Service Manual is online to keep document current and reduce costs

## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

Then the ad hoc Committee Chair asked for questions.

**Service Manual PDF:** Comments were made about the service manual being available on manula.com as well as PDF. The SSSM ad hoc Committee Chair responded to the question about how Delegates will know when the service manual has been updated and said notification will be included in reports.

**16. Public Information & Outreach (PI&O) Committee:** The PI&O Chair gave these highlights from the written report:

- S-Anon public service announcement (videos)
- Public Information Outreach Guide
- Global Coordination Committee

Then the PI&O Chair asked for questions.

**Stories:** Comments were made about the stories that are being gathered to encourage people who are starting a meeting and the PI&O Chair addressed questions about the format and said it was still in process.

**Global Coordination Committee (GCC):** The PI&O Chair and BOT Chair responded to question about the GCC and said it was not currently active but there have been multiple attempts to get someone to chair the committee.

**Translating CAL:** There was a comment made about members who want to translate CAL into different languages but don't have the resources. The PI&O Chair added that the BOT is working on copyright issues and when that gets settled S-Anon will get royalties.

**17. S-Ateen Committee:** The S-Ateen Chair gave these highlights from the written report:

- Administer S-Ateen Online Community and encourage start-up of face-to-face S-Ateen groups
- Support host committees with S-Ateen participation at local and regional events, and international conventions
- Raise awareness about the S-Ateen fellowship through literature, videos, recordings, and training materials.

Then the S-Ateen Chair asked for questions.

**Too Old for S-Ateen:** The S-Ateen Chair responded to the question about what is available for young adults who are too old for S-Ateen and agreed there needs to be something in our fellowship for that age group.

**S-Ateens Who Are Also SA:** The S-Ateen Chair answered the question about what restrictions there are for S-Ateens who are also SA and said that question comes up a lot. S-Ateens are told they are welcome but it is not an opportunity to discuss acting out behavior. There are legal issues with teens in SA meetings because minors are a liability. So there aren't any programs for SA Teen but there are other teen support groups like Alateen or Narateen.



## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

*(LUNCH BREAK)*

**18. World Service Conference Committee (WSCC):** The S-Ateen Chair gave these highlights from the written report:

- Make the WSC a positive, productive experience
- Improve communications with Area Delegates
- Help members understand the motions preparation process

Then the WSCC Chair asked for questions.

**Motions That Didn't Make It to the WSC:** The WSCC Chair responded to a question about any motions that did not make it to the WSC and said there were 2 motions that were submitted but determined they were not necessary.

### SMALL GROUP DISCUSSIONS

**19. Brainstorming on Leadership & Service:** The WSC broke into five small groups to discuss how we can use the Concepts to improve leadership and service for the fellowship. Alternate Delegates and WSC observers also were invited to participate in the discussion if they chose.

Each small group considered these questions about a particular Concept:

- How does this Concept impact the way I serve as an Area Delegate, Board member, Regional Trustee, committee member, and/or committee chair for our fellowship?
- The S-Anon/S-Ateen Service Manual says that its purpose is “to provide some answers to questions...and to show that each member and each local group is a vital part of a worldwide fellowship.” What stands out to you as you read about service on these pages? (Page references differed for each group.)
- What other ideas and suggestions do you have that could improve our fellowship-wide practice of this Concept?
- How might this Concept apply to your personal recovery?

Groups recorded comments and ideas on poster paper. After the discussion, the facilitator brought the WSC back together and groups read the responses to each question for everyone. The raw data from this exercise will be shared with WSC members in the fall.

### MOTIONS CONSIDERATION

The WSCC Chair gave a few reminders about this portion of motions consideration. “Our groups have entrusted us to listen carefully and thoughtfully to each other. Use the information and feedback that they have given you—and what you hear today—to vote. The Parliamentarian then gave an overview of Robert’s Rules.

## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

### 20. Motion from the floor

- **Motion from floor to approve the slate of S-Anon Board of Trustees**

The BOT Chair presented the motion with the following correction: The BOT Co-Chair will not be serving another term.

Motion passed with 37 in favor, 0 opposed, 0 abstaining.

### 21. Motion One

*Move that the following wording be added to the World Service Conference Charter, Section VIII. Conference Procedure:*

*If, after efforts have been made to bring a motion to an "in order" status, a motion finally is ruled "out of order" for presentation at the World Service Conference, the motion maker may either:*

- a. Submit a one-page summary of the motion, including supporting reasoning, for inclusion in the WSC Final Package, or*
- b. Summarize their motion in a two-minute, in-person presentation at the WSC. The motion will not be formally entertained or discussed at that time.*

Motion was presented by the WSCC Chair, and because it was from a standing committee did not need a second.

Motion was open for discussion.

The Chair of the Policy Committee made an amendment: *Move that the following wording be added to the World Service Conference Charter, Section VIII. Conference Procedure: If, after efforts have been made to bring a motion to an "in order" status, but is unsuccessful and a motion is ruled "out of order," the World Service Conference Committee will provide a report to the World Service Conference members of each "out of order" motion with a summary of why the motion is out of order.*

Amendment to the motion was seconded and opened for discussion.

After discussion, the question was called to amend the motion. Passed with 31 in favor, 3 opposed, 3 abstaining.

The minority voiced the following concerns: If the motion writer has been guided to change the motion to bring it to an "in order" status and chooses not to, that is their choice. A big part of it is about respect for the World Service Conference Committee and the World Service Conference trusted servants. Also, the minority, the motion maker, in a sense has been heard once when they submitted the motion and at least one more time when they responded to the returned "out of order" motion. They are heard again when they resubmit the edited motion or by not resubmitting it. They are heard by the World Service Conference Committee, the service arm of the World Service Conference. And I'm not aware of any language that says it has to be heard by the World Service Conference itself.

**S-ANON WORLD SERVICE CONFERENCE SUMMARY**  
**July 2019**

Then the motion as amended was opened for discussion.

After discussion, the question was called. The amended motion passed with 33 in favor, 3 opposed, 1 abstaining.

**22. Motion Two**

*Motion to approve in concept the joint effort of the previous Archives Committee and the Literature Committee to publish a book about the history of S-Anon.*

Motion was presented by the Literature Committee, and because it was from a standing committee did not need a second.

Motion was opened for discussion.

Concerns about cost were raised and the BOT Treasurer/Finance Committee Chair responded with cost estimates. The WSO Executive Director clarified that a motion to approve “in concept” will require further approval. In this case it would need to pass the CAL process and then costs would be finalized and approved by the BOT in the budget process.

After discussion, the question was called and the motion passed unanimously with 36 in favor, 0 opposed, and 0 abstaining. One member was not present for the vote.

**23. Adjournment with the Serenity Prayer**

**WSC VOTING MEMBERS (in attendance)**

**BOARD OF TRUSTEES**

- BOT/Executive Committee Chair
- BOT/Executive Committee Treasurer/Finance Committee Chair
- BOT/Executive Committee Secretary
- WSO Executive Director
- Literature Committee Chair
- International Conventions Committee Chair
- World Service Conference Committee Chair
- Public Information and Outreach Committee Chair
- S-Ateen Committee Chair
- Policy and Service Communications Committee Chair
- Central/Eastern Canada Regional Trustee
- Midwest Regional Trustee
- Southwest Regional Trustee
- West Regional Trustee

**S-ANON WORLD SERVICE CONFERENCE SUMMARY**  
**July 2019**

**DELEGATES**

- Arizona Delegate
- Arkansas Delegate
- Northern California Delegate
- Southern California Delegate
- Central /Eastern Canada Delegate
- Colorado Delegate
- Florida Delegate
- Georgia Delegate
- Idaho Delegate
- Illinois Delegate
- Indiana Delegate
- Kansas Alternate Delegate (voting member)
- Maryland Alternate Delegate (voting member)
- Missouri Delegate
- Nevada Delegate
- New Mexico Delegate
- North Carolina Delegate
- Oregon Delegate
- Tennessee Delegate
- Texas Delegate
- Utah Delegate
- Virginia Delegate
- Washington Delegate

**ALTERNATE DELEGATES**

- Northern California Alternate Delegate
- Illinois Alternate Delegate
- Oregon Alternate Delegate

**WSC OBSERVERS AND SPECIAL WORKERS**

- Credentials Committee
- Parliamentarian
- Presentation Coordinator
- Recording Secretary

## Board of Trustees Committee Reports

### ***BOARD OF TRUSTEES (BOT) CHAIRPERSON'S REPORT***

**CURRENT BOARD OF TRUSTEES CHAIR:** Fatima B.

**TERM OF OFFICE:** Term began August 1, 2016 / currently serving first term ending July 31, 2019

**CONTACT INFORMATION:** [BOTChair@sanon.org](mailto:BOTChair@sanon.org)

**JOB DESCRIPTION:** "The chairperson of the Board of Trustees will serve as an officer of the BOT and member of the Executive Committee, establishing the agenda and presiding over the meetings of those bodies, supervising the Executive Director of the World Service Office; submitting and presenting monthly and annual reports to the Trustees and the WSC." (*S-Anon/S-Ateen Service Manual (SSSM)*, p. 43)

**COMMITTEE INFORMATION:** Presently, The Board of Trustees is comprised of the WSO Executive Committee, 7 Standing Committees, 3 Subcommittees working under the umbrella of a Standing Committee, and other Ad-Hoc Committees for approved projects. (Chairs of Subcommittees and Ad-Hoc Committees have responsibilities for which they have volunteered and a voice to express the findings of their work and thoughts, but they do not have a vote on the BOT) and 8 Regional Trustees.

**The Executive Committee:** Also known as the Officers of the Board of Trustees, they are distinct from the Regional Trustees and Trustees At-Large. They include the Chairperson, Co-Chairperson, Secretary, and Treasurer. They are the *legal* representatives of S-Anon for purposes of signing legal and financial documents. The Officers of the Board of Trustees, along with the Executive Director of the World Service Office, comprise the Executive Committee, sometimes referred to as the WSO Executive Committee.

#### **Standing Committees of the Board of Trustees**

- Finance Committee
- Literature Committee
  - Spanish Literature Translation Subcommittee
- International Conventions
- World Service Conference
- Public Information and Outreach
  - Global Coordination Structure Subcommittee
  - Corrections Facilities Subcommittee
- S-Ateen
- Archives (presently inactive)

#### **Regional Trustees:**

1. Central/Eastern Canada
2. Midwest
3. Northeast (vacant)
4. Northwest (vacant)
5. Southeast (vacant)
6. Southwest
7. West
8. Western Canada (vacant)

**WHEN WE MEET:** 1<sup>st</sup> Tuesday of each month at 9pm (EST)

**CURRENT MEMBERSHIP:** 15 members

**OVERALL BOT MISSION:** "The Board of Trustees is a service arm of the World Service Conference (WSC). It exists as the legal entity, S-Anon International Family Groups, Inc., incorporated in the State of Tennessee as a 501(c) 3 non-profit corporation. The BOT is responsible for making administrative, legal, and financial decisions for the fellowship of S-

## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

Anon. .... Each individual member of the BOT is bound to follow the spirit of S-Anon's Twelve Steps, Twelve Traditions, and Twelve Concepts in all actions taken on behalf of S-Anon. (SSSM, p. 39)." The overall BOT mission is to assist groups and members to carry the S-Anon message. We worked on these projects since the last WSC:

### **Improve communication between WSO, groups, and members:**

- Trustees continue to work on finding ways to engage more members in service, and we encourage sponsors to emphasize service as an integral part of recovery.
- Members are encouraged to explore participation in either the Traditional (Delegates) or the Legal (BOT) service structure by visiting conference calls of BOT committees and/or Delegate conference calls to experience what it might be like to join one of the committees.
- The WSO continues to publish the "WSO Update" to keep groups informed and aware of activities in the larger S-Anon community.

### **Provide additional "Outreach" and "How-To" service literature and web-based resources:**

- The *S-Anon/S-Ateen Service Manual* continues to be updated, and it will be published in a format that allows us to update the *Manual* as we go.
- S-Anon and S-Ateen posters are available for printing and distribution at the S-Anon store (as downloads and physical posters for sale); as well as on the S-Anon website and the S-Ateen Online Community as visual tools for S-Anon/S-Ateen public outreach.
- An "S-Ateens Speak" video and an "S-Ateen Frequently Asked Questions" document is available on the S-Ateen Online Community and the S-Anon website.
- The BOT approved the creation of a 60-second Public Service Announcement by the PI&O Committee.

### **Stewardship—Conduct the business affairs of S-Anon (including the running of the WSO):**

- Under the leadership of our Executive Director (ED), Lindsay W., and the Executive Committee, the WSO is working on maintaining continuity and improving the overall efficiency of S-Anon.
- A CPA firm continues to work with our ED and Treasurer to oversee our books and the filing of our required reports and tax returns.
- The S-Anon physical office was moved to its new location at the end of August 2018.
- Microsoft for Business (Office 365) has been implemented at the WSO.
- The use of the Zoom account by the Delegates was implemented.
- The **2019 budget** was passed by vote of the full BOT. This is not a document that is written in stone, but we try to adhere to the spending guidelines agreed upon. When unexpected expenses emerge, the full BOT is again consulted and asked to approve expenditures. An example of an unexpected expense was the development of a new website in the current year.
- The new S-Anon website is projected to be up and running this summer. This will bring updated technology, a user friendly experience, and above all, more security.
- Our literature copyrights are being updated by the ED.

### **Leadership—Recommend necessary policies and procedures for approval by the fellowship:**

- The BOT updated the BOT **Priorities List**—an exercise that occurs every two years. WSC members are asked to rate activities, suggested by other WSC members, according to their importance in the eyes of the rater, and the results are tabulated. Committees are not bound to adhere to suggested priorities, but this exercise provides a snapshot of what other WSC members consider important.
- **In 2016** the WSC voted to confine our service structure to N. America, while **providing assistance to S-Anons in other countries to develop their own service structure.** **In 2017**, The BOT formed a new subcommittee, the "Global Coordination Committee," to work under the umbrella of the Public Information and Outreach Committee, with the intention of moving this effort forward. A two-year time frame is being allowed to develop

## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

a structure and initial policies before the BOT will consider making it a full-fledged Standing Committee of the BOT. The two years will come to an end this July 2019, and although we have a high-level plan for what needs to be done already in place, unfortunately very little progress has been made. However, it is great to report that Spain has taken the necessary steps to form their own service structure with the support of our WSO, the EC and the PI&O Committee.

- An ad hoc committee was formed to address the process of granting a license to translate and/or produce S-Anon literature utilizing the recommendations set by the International Service Structure Ad Hoc Committee (ISSAC), now known as the Global Coordination Subcommittee. Since more countries are asking for translation, reprinting and other licenses/permissions, and there is not an active Global Coordination Committee at the present time, it was decided that all material coming from international groups needs to be reviewed by the Literature Committee and Executive Committee to determine if it follows the guidelines detailed by the ISSAC recommendations. It was suggested that all processes be documented for future use. This project is expected to finalize documentation and/or recommendations in the near future.
- An ad hoc committee was formed as the result of an issue that arose during a previous convention. This committee has developed guidelines for speakers who participate in the joint portions of convention activities (S-Anon/S-Ateen/SA) and is continuing to develop financial guidelines.
- The ad hoc committee updating the Service Manual is more than half way through the process. The updates have been added to the website to allow access to all S-Anon members.
- To better serve the fellowship, the Executive Committee changed their schedule and now meets every week instead of once per month.

### **Publish S-Anon recovery literature:**

- Traditions 4-6 were successfully finished and released during the St Louis International Convention. The booklet was welcomed and continues to be a popular item in the S-Anon store.
- We approved the formatting and production of the Spanish version of *Reflections of Hope* as an e-book.
- We approved the republication of *Exploring the Wonders of Recovery* as a spiral bound workbook.
- We are planning on recording S-Anon speakers and some meetings at S-Anon Only Conventions and making the recordings available for purchase via our new webstore.

### **Coordinate International Conventions and the World Service Conference:**

- The decision of the WSC to limit our service structure and support to North America only (USA and Canada) guided us toward hosting for the first time an S-Anon Only International Convention. In the future, no S-Anon/S-Ateen International Conventions will be held outside of North America. Guidelines related to the requirements and needs of an event outside North America will be a part of the task assigned to the Global Coordination Committee.
- I am honored to be able to report that the first S-Anon/S-Ateen only International Convention took place in Nashville, TN January 18-20 2019. The event was overwhelmingly accepted and a great success. During this event we also celebrated 35 years of the existence of S-Anon. Attendance was close to 200 S-Anon and S-Ateen members, but the celebration did not stop there! The week before this convention, our S-Anon members in Spain celebrated their 5<sup>th</sup> National Convention with an attendance of 72 members representing many countries from the rest of the world.
- Since we did not receive a bid for hosting an S-Anon/S-Ateen International Convention in January 2020, the Board of Trustees voted in early February to have the WSO and the EC support Nashville S-Anon members in hosting another S-Anon/S-Ateen standalone Convention in January 2020.
- The World Service Conference process is on schedule this year, thanks in part to exceptional work done by the Committee in facilitating training for the Delegate body and assisting members in the process of writing motions.

## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

### **Increase the capacity of the BOT by attracting new Trustees and by streamlining BOT processes:**

- This year we succeeded at recruiting one new Trustee and were able to replace our BOT Secretary.
- The newly instituted process for bringing Trustees on board using Zoom technology continues to be a great achievement.

### **GOALS/CHALLENGES FOR THE FUTURE:**

- Recruit members to fill present BOT vacancies, as well as find replacements for the several committee chairs who will reach the end of their terms in 2020. Continue to encourage Delegates to participate in the Priorities process.
- Continue to strengthen communication between the Delegates and the BOT.
- Complete *S-Anon/S-Ateen Service Manual Update/Revision*
- Complete the new website
- Continue to support the development of Service Offices throughout the world



## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

### ***WORLD SERVICE OFFICE (WSO) REPORT***

**MISSION/PURPOSE:** The S-Anon World Service Office (WSO) is the central headquarters for providing services to S-Anon individuals and groups. As such, it is fully accountable to the S-Anon fellowship. The accountability to the groups is accomplished through the Regional Trustees on the Board of Trustees (BOT). In turn, the BOT approves financial transactions, sets policy and procedures, and ensures that the WSO is adhering to those policies and procedures.

The WSO has six main areas of responsibility:

1. Coordinate the fellowship-wide effort to help new members make contact with recovering S-Anon members in their area by maintaining and updating lists of all registered groups and lists of individuals willing to serve as Contact Persons for inquirers
2. Serve as the communication link between groups, Information Services Groups (Intergroups) and individual members, and the Board of Trustees and its Committees
3. Arrange for printing and distribution of Conference Approved Literature to groups and individuals
4. Maintain records of income and expenses
5. Assist the BOT and other service committees
6. Serve as a first point of contact for the media and referral agencies

**STAFF:** Lindsay W., part-time Executive Director; Peri P., full-time Accounting Administrator; Laurie B., part-time Administrative Assistant.

**OFFICE HOURS:** The WSO is open Monday through Friday from 10 am to 2 pm.

**THIS YEAR'S PRIORITIES:** The WSO will be evaluating and updating current practices for serving the newcomer, providing resources to members, Trusted Servants, and BOT Committees, and protecting S-Anon copyright in efforts to create a more effective, efficient, and intuitive experience for anyone who interacts with the WSO.

#### **PROGRESS/ACCOMPLISHMENTS SINCE LAST WSC:**

- Relocated the WSO in August 2018
- Coordinated the January 2019 S-Anon & S-Ateen International Convention
- Created "WSO International Convention-in-a-Box"
- Updated website and online store
- Recorded and began selling speaker recordings from January 2019 IC
- Started selling eBooks through online store rather than using third party
- Created Digital Welcome Packet for those who inquirer with the WSO
- Reprinted *Exploring the Wonders of Recovery*
- Worked on updating Copyright License Agreements to Translate, Print, and Distribute literature
- Created online Group Registration Form for groups updating info with WSO
- Registered copyright for several S-Anon publications
- Implemented updated Meeting Locations Posting Policy
- Updated Accounting Administrator's Computer

#### **GOAL'S/CHALLENGES FOR THE FUTURE**

- Maintaining an updated Operation's Manual
- Navigating unexpected staff turnover
- Finding a Copyright Attorney to replace retiring, pro bono attorney

**S-ANON WORLD SERVICE CONFERENCE SUMMARY**  
**July 2019**

2018 Literature Sales

	<u>Qty</u>
P-3 (Newcomer's Booklet)	2,358.00
P-1 (S-Anon 12 Steps)	1,513.00
P-7 (Reflections of Hope)	1,407.00
P-4 (Working the S-Anon Program)	1,359.00
L-1 (Is S-Anon for You?)	1,136.00
L-9 (Contact Card)	983.00
P-10 (Traditions 1, 2 & 3)	384.00
P-11 (Traditions 4, 5 & 6)	370.00
RA-2 (Recovering Together)	388.00
L-7 (Sponsoring)	290.00
L-5 (Problem Keys & Gifts)	280.00
L-4 (12 & 12)	153.00
P-5D (Exploring the Wonders of Recovery - Download)	61.00
P-9ST (What It's Like to be Me)	83.00
L-1ST (Is S-Ateen for You?)	80.00
L-10ST (S-Ateen Outreach Poster - You Are Not Alone)	6.00
L-11ST (S-Ateen Information Poster - We Get It)	6.00
L-14 (Public Information Poster)	48.00
L-11 (Public Information Poster - woman ocean)	30.00
L-12 (Public Information Poster - woman hands)	23.00
L-8 (Public Information Poster - man)	8.00
L-13 (Anonymity Table Tent)	30.00
P-1S (S-Anon Los Doce Pasos)	24.00
P-3S (Bienvenido)	20.00
L-5S (S-Anon: El Problema, Las Claves, y Los Regalos)	15.00
L-1S (Lista de comprobacion de S-Anon)	7.00

## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

### ***EXECUTIVE COMMITTEE REPORT***

**MISSION/PURPOSE:** The purpose of the Executive Committee is to administer the World Service Office (WSO). The Board of Trustees, which sets WSO policy, has given the Executive Committee the legal authority to make decisions regarding the daily affairs of the WSO and to ensure that the WSO is adhering to BOT policy (from page 47 of the S-Anon/S-Ateen Service Manual).

**COMMITTEE CHAIR:** Fatima B.

**TERM OF OFFICE:** Term began August 1, 2016 / currently serving first term ending July 31, 2019

**CONTACT INFORMATION:** [BOTChair@sanon.org](mailto:BOTChair@sanon.org)

**COMMITTEE MEMBERS:** 4 members

**WHEN WE MEET:** Committee meets via conference call every Thursday at 4:00 pm EST.

#### **PROGRESS/ACCOMPLISHMENTS SINCE LAST WSC:**

We added a new BOT Secretary, Mercedes S. Our previous secretary had to step down for personal reasons and we were blessed to locate someone to take over the position without any disruption to our work

**Physical WSO location:** The WSO Office was moved successfully at the end of August 2018.

#### **Financial Operations:**

- We added to our Committee a new member, Dawnielle A., serving as our Treasurer and as the Chair of the Finance Committee, fulfilling our legal obligations as officers of this fellowship.
- The development of a new website was approved and is expected to be up and running this summer.

#### **Service Literature:**

- The EC coordinates the process of development and approval of service literature. This year there were no new pieces added.
- The EC continues to use Manula, a software that enables us to make the S-Anon/S-Ateen Service Manual available online and provides the capability of making updates as policies are approved.
- The WSO continues to publish the WSO Update three times per year. This newsletter contains announcements and information deemed to be helpful to groups and members, and is approved by the full BOT after approval by the EC. The section, "From the Treasurer's Desk" continues to keep members informed on financial matters. The segment, "From the Chair's Corner" gives members an insight of what service is above the group level as well as providing other points of interest.

#### **Support to the Literature Committee:**

- The reproduction of *Exploring the Wonders of Recovery* as a spiral bound workbook was approved.
- Licensing and Copyright: The WSO continues to receive requests for translation and printing of our literature outside the USA. We decided that this should eventually be the responsibility of the Global Coordination Subcommittee. Unfortunately, this committee is not active as of today. We are working in conjunction with the Literature Committee to update the present licensing agreement that will include separate clauses, one for translation and another for printing. In addition, we are also exploring, in conjunction with the Finance Committee, the options for royalties.
- We continue to be aware of websites or individuals who are using our literature, our logo, or other copyrighted material without permission. When that happens, we correspond with the individuals/organizations to ask them to stop. Even though we would probably not bring suit against them, we have to ask, and this requires coordination with our copyright and intellectual property attorney.

## **S-ANON WORLD SERVICE CONFERENCE SUMMARY**

**July 2019**

### **International Conventions:**

- The EC, in conjunction with the Executive Director and the WSO staff and the ICC, hosted the first standalone S-Anon/S-Ateen International Convention in January 2019. During this event S-Anon celebrated its 35<sup>th</sup> anniversary.
- In collaboration with the ICC, and members of SA ICC, the EC worked on new speaker guidelines for joint events and continues to work on financial aspects of conventions when it is a joint event.
- The EC and the WSO are providing support to members of the S-Anon/S-Ateen Nashville community to host the S-Anon/S-Ateen International Convention in January 2020 in Nashville.

### **GOALS/CHALLENGES FOR THE FUTURE:**

- Recruit members to fill present BOT vacancies, as well as find replacements for the several committee chairs who will reach the end of their terms in 2019 and 2020
- Continue to encourage Delegates to participate in the Priorities process
- Complete the new website
- Continue to support the development of Service Offices throughout the world

## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

### ***FINANCE COMMITTEE REPORT***

**MISSION/PURPOSE:** The Finance Committee provides stewardship of the funds received by S-Anon's World Service Office (WSO).

**Membership:** The Finance Committee is composed of the Treasurer of the Board of Trustees and additional volunteer S-Anon members. Terms of Office are as stated under "Standing Committees of the Board of Trustees" above.

**Responsibilities:** Members of the Finance Committee carry out the following activities:

- Serve as stewards of WSO funds
- Assist the Treasurer in carrying out assigned responsibilities
- Meet monthly by conference call
- Review WSO financial results and key trends
- Evaluate WSO unbudgeted/unusual expenditures
- Coordinate BOT development of the WSO annual operating budget for approval by the BOT
- Review/assist with annual WSO audits
- Work with the Treasurer, WSO staff, and WSO Finance Consultant to develop and implement sound financial procedures and systems

**COMMITTEE CHAIR:** Dawnielle A., BOT Treasurer and Finance Committee Chair

**TERM OF OFFICE:** Term began August 1, 2018 / currently serving first term ending July 31, 2021

**CONTACT INFORMATION:** [BOTtreasurer@sanon.org](mailto:BOTtreasurer@sanon.org)

**COMMITTEE MEMBERS:** 3 members

**WHEN THE COMMITTEE MEETS:** Committee meets by conference call on the 3<sup>rd</sup> Monday of the month at 8 PM Eastern. Please contact the Chair if you would like to listen in on a call prior to volunteering.

#### **THIS YEAR'S PRIORITIES:**

- Recruit additional Finance Committee members
- Continue to work with WSO and web master to evaluate office automation efficiency – improve documentation
- Treasurer/FC role at International Convention and WSC
- Work with Executive Committee re: royalties on our literature
- Work with WSO to create examples of reimbursement requests for BOT and Delegates
- Work on financial portion of Convention in a Box with ICC to help host committees
- Work on Group Banking Information Summary Section of the Service Manual
- Update the budget process documentation
- Update the yearend closing process for the WSO books
- Work with WSO/Executive Committee on a pricing structure for convention speaker and meeting recordings
- Work with WSO/Executive Committee on equipment requirements for recording the convention speakers, WSC, BOT meetings at convention, etc. and write the motion for the purchase authorization (if needed)
- Work with CPA firm, WSO, and Executive Committee to update the Chart of Accounts if the WSO/BOT will be hosting conventions to separate this income and expense from the pass-through accounts for what the WSO handles for other host committees

#### **PROGRESS/ACCOMPLISHMENTS SINCE LAST WSC:**

- Worked with WSO on Not-For-Profit Office 365 for office automation July 2018
- Worked with WSO for purchase of new computer July 2018
- Reviewed and approved BOT reimbursements by August 31, 2018
- Revised Delegate/Alternate Delegate Reimbursement Policy approved 2018
- Reviewed and approved Delegate reimbursements by early September 2018
- Reviewed Financial Impact for Motions for 2019 WSC and returned to WSCC by end of March 2019

**S-ANON WORLD SERVICE CONFERENCE SUMMARY**  
**July 2019**

**GOALS/CHALLENGES FOR THE FUTURE:**

- Additional members are needed!
- Consistent Sustainable Revenue, use of Office 365 and technology to improve the Committee's work flow and communications.

**Financial Results:**

	2018	2017	2016	2015	2014	2013	2012	2011	2010
<b>Revenues</b>									
Literature Sales	71,047	70,555	70,711	72,518	72,079	70,465	75,201	67,251	84,313
Donations	50,071	43,269	36,103	43,377	45,426	51,350	41,955	35,625	39,987
IC Convention Proceeds	14,171	3,100	24,242	0	13,967	9,789	10,083	5,198	12,814
WSO International Convention	14,115								
Interest Income	316	279	314	393	422	443	423	512	568
Shipping Charges Reimbursed	10,266	9,462	9,202	10,151	10,023	9,917	11,300	11,119	13,355
<b>Total Revenue</b>	<b>159,985</b>	<b>126,665</b>	<b>140,571</b>	<b>126,439</b>	<b>141,917</b>	<b>141,963</b>	<b>138,962</b>	<b>119,704</b>	<b>151,035</b>
<b>Expenses</b>									
Operating Expenses	44,585	38,864	38,315	39,837	46,160	36,630	40,676	36,355	39,503
Literature Publication Expenses	10,675	10,502	2,517	10,756	7,640	13,279	5,965	1,667	13,715
Payroll Expenses	75,005	70,857	82,179	80,832	73,082	65,356	74,332	74,046	77,074
Travel	8,924	10,432	9,662	10,335	11,250	8,567	6,167	6,893	3,786
BOT Committee Expenses	1,084	3,233	3,508	6,029	5,016	3,922	2,794	5,020	2,250
WSO International Convention	7,459	113							
<b>Total Expenses</b>	<b>147,732</b>	<b>134,001</b>	<b>136,180</b>	<b>147,790</b>	<b>143,149</b>	<b>127,753</b>	<b>129,935</b>	<b>123,981</b>	<b>136,327</b>
<b>Revenue Less Expenses</b>	<b>12,253</b>	<b>-7,336</b>	<b>4,391</b>	<b>-21,351</b>	<b>-1,232</b>	<b>14,211</b>	<b>9,027</b>	<b>(4,277)</b>	<b>14,708</b>
<b>Total Net Assests</b>	<b>85,611</b>	<b>73,358</b>	<b>80,694</b>	<b>76,303</b>	<b>97,654</b>	<b>98,886</b>	<b>84,675</b>	<b>75,648</b>	<b>79,925</b>

IC Convention Proceeds is shown in the year income was received or expensed. S-Anon uses the Cash Basis of Accounting.

## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

### ***LITERATURE COMMITTEE REPORT***

**MISSION/PURPOSE:** The purpose of the Literature Committee is to assure that every aspect of the S-Anon program of recovery is presented in adequate, comprehensive, and consistent written material. Literature includes books, pamphlets, leaflets, and other material that is reviewed and approved for distribution through the WSO to our members, friends, professionals, and to the world at large, via the S-Anon website.

**COMMITTEE CHAIR:** Angela M.

**TERM OF OFFICE:** Term began August 1, 2014 / currently serving second term ending July 31, 2020

**CONTACT INFORMATION:** [LC@sanon.org](mailto:LC@sanon.org)

**COMMITTEE MEMBERS AND READERS:** 5 Literature Committee (LC) members participate in monthly conference call: In addition, approximately 27 LC Readers from various regions give valuable input, but do not participate in the monthly calls. One LC member serves as a paid special worker as Web Manager.

**WHEN WE MEET:** The LC meets by Zoom conference calls on the second Wednesday of the month at 9pm EST. The LC and LC Readers review developing pieces of literature and give their comments, mostly via email, to the sponsoring editor(s). The LC, LC Readers and Board of Trustees vote on whether something becomes Conference Approved Literature. The LC Chair also participates on the BOT Zoom conference calls on the first Tuesday of the month at 9pm EST. If you have interest in serving on the LC, please contact the Chair.

**THIS YEAR'S PRIORITIES:** The LC has focused on the Twelve Traditions from the S-Anon point-of view. Each Tradition will be covered with explanatory text, stories of experience, strength, and hope, and questions. Finish the Twelve Concepts Work. Continue work on the S-Anews Compilation book. The S-Anon History book has been completed by the (now inactive) Archives Committee and is awaiting WSC motion approval. We will update the S-Anon CAL process in the SSSM.

**PROGRESS/ACCOMPLISHMENTS SINCE LAST WSC:** Tradition Seven is now CAL. Tradition Eight is being edited for CAL. We have a new draft of The Twelve Concepts that is in the hands of the Editors. This will be CAL. The S-Anews Work is being divided into themed chapters. We have 250 articles in "word" format for editing. The S-Anon Blog now has approximately 531 members. We have information collected for the pamphlet "What is the S-Anon Point-of View?" There is a motion to approve The "History of S-Anon" as a book. Two editors have volunteered to sponsor this piece if this motion is approved. We continue to discuss LC references in the SSSM. We address copyright issues as they arise. We give input into Global Coordination pertaining to literature.

**GOALS/CHALLENGES FOR THE FUTURE:** We would like to publish more literature and add members to the LC.

## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

### INTERNATIONAL CONVENTIONS COMMITTEE (ICC) REPORT

**MISSION/PURPOSE:** The International Conventions Committee provides guidance to international convention planning committees in an effort to ensure that the international conventions will proceed in accordance with the S-Anon Twelve Steps, Twelve Traditions, and Twelve Concepts.

**COMMITTEE CHAIR:** Tami H.

**TERM OF OFFICE:** Term began August 1, 2017 / currently serving first term ending July 31, 2020

**CONTACT INFORMATION:** [ICC@sanon.org](mailto:ICC@sanon.org)

**COMMITTEE MEMBERS:** 6 members

**WHEN WE MEET:** Committee meets by conference call on the 4<sup>th</sup> Tuesday of the month at 9 PM Eastern. Please contact the Chair if you would like to listen in on a call prior to volunteering.

**THIS YEAR'S PRIORITIES:** Program Committee for Nashville, Support for Conventions

#### PROGRESS/ACCOMPLISHMENTS SINCE LAST WSC:

- Redo of most of the International Convention Guidelines
- Joint Speaker Meeting Guidelines finalized
- Draft for When There is No Bid
- Speaker Selections for 2 Conventions
- Work and assistance for multiple convention committees
- Update Speaker Form to address Changes for S-Anon only convention and to streamline speaker approvals
- Documentation of Committee Processes

#### GOALS/CHALLENGES FOR THE FUTURE:

- Convention in a Box
- Revisit Convention Guidelines with SAnon only convention possibilities



## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

### ***WORLD SERVICE CONFERENCE COMMITTEE (WSCC) REPORT***

**MISSION/PURPOSE:** The World Service Conference Committee is responsible for all aspects of the annual S-Anon World Service Conference (WSC). Members of the World Service Conference Committee carry out the following activities:

- Make meeting arrangements in cooperation with the international convention host committee
- Ensure that the Conference proceedings are recorded
- Keep the S-Anon Fellowship informed about World Service Conference preparations and provide a format for submitting motions to the Conference
- Develop the agenda for the annual Conference
- Work collaboratively with the World Service Office staff in coordinating all details, mailings, and registrations
- Appoint a Chairperson and Secretary for the Conference and coordinate all services needed
- Provide minutes of the Conference proceedings to the Fellowship

**COMMITTEE CHAIR:** Cindy F.

**TERM OF OFFICE:** Term began August 1, 2016 / currently serving first term ending July 31, 2019

**CONTACT INFORMATION:** [WSCC@sanon.org](mailto:WSCC@sanon.org)

**COMMITTEE MEMBERS:** 6 members

**WHEN WE MEET:** Second Sunday of the month at 8pm ET on Zoom

#### **THIS YEAR'S PRIORITIES:**

- Make the approach WSCC uses to process motions clear and complete
- Review WSC policies and procedures described in the *S-Anon/S-Ateen Service Manual* and recommend updates
- Create a flow chart for the *Service Manual* that illustrates the motion process
- Communicate regularly with Area Delegates
- Host an orientation for new Delegates to explain what happens before, during, and after the WSC

#### **PROGRESS/ACCOMPLISHMENTS SINCE LAST WSC:**

- Facilitated WSC 2018 and provided minutes promptly
- Delivered 2019 Motions to Delegates on schedule
- Defined the process that the WSCC uses to review motions submitted for consideration by the WSC
- Finished updating the WSC policies and procedures description in the *Service Manual*
- Provided an online orientation for Delegates and a session on motions at the Nashville Convention

#### **GOALS/CHALLENGES FOR THE FUTURE:**

- Establish a way to include Minority Opinions at WSC
- Use the WSC recommendations we received after St. Louis Conference to: include more education about how we “vote our conscience” at the WSC, cover committee reports in an efficient and engaging way, and set aside time for more small group sessions to brainstorm about fellowship-wide issues that impact us all
- Find a WSCC Chair for 2020-2022 term
- Encourage Delegates and Alternate Delegates to join the committee

## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

### ***PUBLIC INFORMATION AND OUTREACH COMMITTEE (PI&O) REPORT***

**MISSION/PURPOSE:** The Public Information and Outreach Committee acts as a liaison between S-Anon and the general population. The Committee's goal is to increase awareness of the S-Anon program using S-Anon Conference Approved Literature, posters, and the S-Anon Web site. The Committee serves as a resource for helping professionals, the families and friends of sexaholics, and individuals affected by sexaholism.

**COMMITTEE CHAIR:** Robin A.

**TERM OF OFFICE:** Term began August 1, 2017 / currently serving first term ending July 31, 2020

**CONTACT INFORMATION:** [PIOC@sanon.org](mailto:PIOC@sanon.org)

**COMMITTEE MEMBERS:** 5 members

**WHEN WE MEET:** 4<sup>th</sup> Wednesday each month, 6:30 Mountain Time. Please contact the Chair if you would like to listen in on a call prior to volunteering.

#### **THIS YEAR'S PRIORITIES:**

- Publish the Public Information Outreach Guide
- Create the 1<sup>st</sup> S-Anon video
- Revitalize the S-Anon Global Subcommittee

#### **PROGRESS/ACCOMPLISHMENTS SINCE LAST WSC:**

- **S-Anon Public Service announcement (video):** script written and approved, concept video created, production video to be created over the summer; 1<sup>st</sup> video to focus on newcomer females in a relationship, 2<sup>nd</sup> video (script in process) to focus on male S-Anons
- **Public Information Outreach Guide:** moving through service literature approval process, plans developed for pricing and offering via S-Anon online store
- **S-Anon Website Redesign:** actively involved in the small working group
- **Global Coordination Committee:** met with representatives from Italy and Great Britain at Nashville 2019 Convention, discussed needs of international S-Anon groups; invitation sent to various S-Anon representatives around the world, several have shared their priorities, seeking a mechanism for facilitated discussion and sharing of ES&H
- **ES&H for How to Start a Meeting:** service literature to go beyond the logistics of beginning a meeting

#### **GOALS/CHALLENGES FOR THE FUTURE:**

- Creating and funding future videos
- Identifying a chair for the Global Subcommittee

## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

### ***S-ATEEN COMMITTEE REPORT***

#### **MISSION/PURPOSE:**

- Provide information, guidance, and support to anyone seeking an S-Ateen group through the World Service Office
- Oversee continued development of and support to the S-Ateen Online Community; weekly live S-Ateen meetings are held via this online venue
- Administer the training and certification of S-Ateen Group Sponsors
- Offer S-Ateen program recommendations and guidance to host committees for International and Regional Conventions, Marathons, and Local Events that include S-Ateen participation
- Contribute to CAL and Service Literature regarding the S-Ateen fellowship

**COMMITTEE CHAIR:** Allie H.

**TERM OF OFFICE:** Term began August 1, 2014 / currently serving second term ending July 31, 2020

**CONTACT INFORMATION:** [S-Ateen@sanon.org](mailto:S-Ateen@sanon.org)

**COMMITTEE MEMBERS:** 6 members

**WHEN WE MEET:** Committee meets by conference call on the second Saturday of the month at 9:00 AM EST. Please contact the Chair if you would like to listen in on a call prior to volunteering.

#### **THIS YEAR'S PRIORITIES:**

- Continue to develop/support the S-Ateen Online Community
- Complete document entitled **S-ATEEN: CONVENTION/RECOVERY EVENT GUIDE**
- Continue to support S-Ateen participation at upcoming recovery events
- Continue to encourage new face-to-face S-Ateen groups
- Continue to provide training and certification for S-Ateen Group Sponsors
- Continue to provide S-Ateen content for S-Anon website
- Coordinate trimester S-Ateen Group Sponsor conference calls (next – 8/19 and 11/19)
- Review S-Ateen Safety Guidelines
- Continue to respond to inquiries about S-Ateen forwarded by the WSO as well as those received directly from S-Anon & SA members, and occasionally from professional counselors

#### **PROGRESS/ACCOMPLISHMENTS SINCE LAST WSC:**

- Revised/improved layout of the S-Ateen Online Community
- Produced two new S-Ateen videos: *History and Development of the S-Ateen Fellowship*, and *S-Ateen Group Sponsor Service*
- Planned and delivered S-Ateen tracks: January 2019 Nashville International Convention, and January 2019 Madrid Convention
- S-Ateen track at March 2019 Chicago marathon
- S-Ateen track at November 2018 "Gratitude Day" Regional Marathon (MD/DC/VA), October Unity Conference
- 11/18 and 4/19 S-Ateen Group Sponsor Conference Calls

**GOALS/CHALLENGES FOR THE FUTURE:** The S-Ateen fellowship has waxed and waned over the course of its 22-year history. Those active in S-Ateen during the last 4 to 6 years are aging out, and because of this, a new wave of active members are needed for S-Ateen's continued growth and development.

While it's clear S-Ateen makes a positive impact in the lives of teens - thereby also benefitting family recovery - many S-Anon members remain reluctant to invite their teens to participate. This is both understandable and unfortunate. As such, the S-Ateen Committee continues its efforts to inform S-Anon members and the general public about the existence

## **S-ANON WORLD SERVICE CONFERENCE SUMMARY**

**July 2019**

of the S-Ateen fellowship and the benefits of member participation (provides help and hope for young people; opens a dialogue among family members; offers opportunities to learn about healthy choices, healthy relationships, and new ways of looking at issues, etc.). Greater understanding of these benefits counteract the secrets and fears prevalent in families affected by sexaholism that prevent parents from inviting their teens to join S-Ateen. Such fears and reluctance are still the biggest obstacles preventing further growth of the S-Ateen fellowship.

S-Anon Delegates are asked to encourage host-planning committees to include S-Ateen participation in upcoming events such as marathons, regional conventions, and International Conventions. Support and guidance is available to host planners through the S-Ateen Committee. Following their participation at these events, the S-Ateen Online Community offers a way for S-Ateens to continue their recovery via weekly online/voice meetings. The content as well as support from S-Ateen Group Sponsors available via the S-Ateen Online Community is excellent. The online meetings, however, can never be as effective as face-to-face meetings. As such, a continued goal for the S-Ateen Committee is to support the start up of local face-to-face S-Ateen meetings.

In the absence of face-to-face S-Ateen meetings, S-Ateen members are welcome to attend S-Anon meetings. Some S-Anon members, however, don't understand that S-Ateens are indeed allowed to attend S-Anon meetings. S-Anon members have even stopped S-Ateens from attending S-Anon meetings. More work is needed to help S-Anons understand that help and hope is available for S-Ateen members, ages 12 to 19, who qualify for our program. Consistent clarification is needed: S-Ateen is a part of the S-Anon International Family Groups. As such, S-Ateen members are welcome in S-Anon and S-Ateen meetings when seeking their own personal recovery from the negative impacts from living with, or having lived with, sexaholism in a family member, relative, or friend.

Last but not least, is the challenge presented by a rapidly growing number of teens who themselves have an addiction to porn and sex. Parents reach out in hopes that their children can participate in S-Ateen as a fix for their addicted children. Adult S-Anon members are confused and bewildered in understanding how to best help their struggling teens (who typically don't recognize/acknowledge the problem). In turn S-Anon sharing in meetings can feel awkward and embarrassing given it's no longer predominantly a spouse or adult relative, but their sex-addicted teen creating chaos in the home. While currently there are fewer nodding heads in S-Anon meetings on this topic, it's only a matter of time when this becomes a larger issue in our fellowship thanks to the prevalence of social media and easy access to the internet for all ages in our homes. This challenge presents opportunities for new literature directed to S-Anons seeking recovery from the effects of their teen's sexaholism.

## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

### ***POLICY STUDY AND SERVICE COMMUNICATIONS COMMITTEE (PSSCC) REPORT***

**MISSION/PURPOSE:** The Policy and Service Communication Committee has two main purposes: the examination of issues and questions that affect S-Anon as a whole, and the review of Service Literature.

**COMMITTEE CHAIR:** Kathleen S.

**TERM OF OFFICE:** Term began August 1, 2014 / currently serving second term ending July 31, 2020

**CONTACT INFORMATION:** [PSCC@sanon.org](mailto:PSCC@sanon.org)

**COMMITTEE MEMBERS:** 3 members

**WHEN WE MEET:** Committee meets by conference call on the 4<sup>th</sup> Monday of the month at 8pm Eastern. Please contact the Chair if you would like to listen in on a call prior to volunteering.

#### **THIS YEAR'S PRIORITIES:**

- Continue to review new service literature and assist with process of helping to update existing service literature
- Creating guidelines for a fellowship-wide group conscience (FWGC) with the help of the World Service Conference Committee (WSCC) and the Executive Director (ED)
- We received an official request to review other 12 step conference approved literature (CAL) and service manuals around professional speakers at S-Anon events, marathons, conventions etc.
- We received an official request to review other 12 step CAL and service manuals regarding whether or not a meeting can call themselves an S-Anon meeting if they do not use any S-Anon literature
- Assist BOT standing committees, the ED and the EC as needed
- Complete projects in BOT Priorities List

#### **PROGRESS/ACCOMPLISHMENTS SINCE LAST WSC:**

- We received 2 requests from the WSCC and responded with suggestions
- We reviewed new content for the Service Manual (SSSM) against the WSC Charter
- Reviewed and submitted projects for the BOT Priorities list
- We reviewed a request by the Literature Committee regarding minor and major publications and submitted a recommendation
- We reviewed 2 separate drafts of the PI&O Manual and returned it to the PI&O Committee with comments
- Submitted reports to the WSC, attended the WSC in July
- Asked the Delegate body to submit their process for electing or choosing Delegates
- We reviewed the WSC Committee chart on processing a motion
- Had some discussions with the WSC Committee on the small group activity at the WSC in July
- We reviewed new writing for possible FWGC guidelines

#### **GOALS/CHALLENGES FOR THE FUTURE:**

- Try to get a few more members to join the committee
- Work on finding a chair for the committee to take over August 2020

**S-ANON WORLD SERVICE CONFERENCE SUMMARY**  
**July 2019**

***Service Manual Ad Hoc Committee***

**MISSION/PURPOSE:** A temporary Committee set up to revise and update the current Service Manual, which was last updated in 2007.

**COMMITTEE CHAIR/TERM OF OFFICE/CONTACT INFORMATION:** Kathleen S. [PSCC@sanon.org](mailto:PSCC@sanon.org)

**COMMITTEE MEMBERS:** 5 members

**WHEN WE MEET:** Committee does all work via email, compares old writing, current writing, and new writing.

**THIS YEAR'S PRIORITIES:** Get as far as possible in revising content one page at a time.

**PROGRESS/ACCOMPLISHMENTS SINCE LAST WSC:**

- Part 1 complete with dates of changes noted and approved by BOT
- Part 2 complete with dates of changes noted and approved by BOT
- Part 3 underway

**GOALS/CHALLENGES FOR THE FUTURE:**

- Continue work on Part 3
- Review Part 4 but no changes anticipated
- Part 5 Appendices: add newly created forms and policies created since 2007
- Once completed, the format that the Manual is currently on will change but will remain online
- Printed copies will be available for purchase
- The Ad Hoc committee will end when project is complete

## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

### ***REGIONAL TRUSTEES REPORT***

**MISSION/PURPOSE:** Regional Trustees serve a vital role in communicating and understanding the needs and growth of the home groups and Intergroups within their regions by supporting the area delegate representatives in their region or acting as liaison in unrepresented areas, states and provinces.

**COMMITTEE CHAIR:** Pam M.

**TERM OF OFFICE:** Term began August 1, 2017 / currently serving first term ending July 31, 2020

**CONTACT INFORMATION:** [SouthwestRT@sanon.org](mailto:SouthwestRT@sanon.org)

**COMMITTEE MEMBERS:** Central/Eastern Canada RT, Midwest RT, Southwest RT, and West RT

**Vacancies:** Northeast, Northwest, Southeast, and Western Canada Regions

**WHEN WE MEET:** The Regional Trustees meet by Zoom conference call on the third Wednesday of the month at 9 pm, Eastern Time. Please contact the Chair if you would like to listen in on a call prior to volunteering.

**THIS YEAR'S PRIORITIES:** We are hoping to fill the 4 vacant RT positions (Northeast, Northwest, Southeast, and Western Canada). We continue to reach out to our members as best we can by attending local events and staying in touch with our Delegates, Intergroups and groups, especially in areas with no Delegates, and also with our lone members.

**PROGRESS/ACCOMPLISHMENTS SINCE LAST WSC:** In 2018, the WSC voted to approve the addition of two Regions in Canada, thereby making the current Northeast, Midwest and Northwest regions smaller. We hope this change will make it easier to fill the open RT positions. There will be a Regions Map on site at the Seattle IC in July, which will show the current boundaries of each Region.

**GOALS/CHALLENGES FOR THE FUTURE:**

- Increase the number of Delegates and lone member coordinators, especially in areas with no RT
- We would like to begin realigning our 8 regions, to better serve our members and to equalize the size and number of meetings in each Region as soon as the open RT positions are filled.

## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

### DELEGATES REPORT

**MISSION/PURPOSE:** The Area Delegate's primary purpose is to carry the "voice" of the fellowship to the World Service Conference. By bringing motions from their area to the World Service Conference, they bring awareness to pertinent issues along with any concerns about the well-being of our program. In this way, the Delegates bridge the communication gap between the local groups and members of the World Service Conference.

The Delegates also serve as the "voice" of the fellowship by joining and participating on standing committees and ad hoc committees. Their participation in these areas is vital to having an informed and up-to-date Delegate body. It is on those committees that the Delegates can share not only their thoughts and feelings, but also concerns and questions as they pertain to the fellowship as a whole.

Delegates are also a means of support for the groups in their state. Some have been called to settle dissention at the group level, helped with questions regarding program procedure/protocol, have been the liaison between local groups and the extended S-Anon family and shared information regarding events throughout the nation as well as kept groups up-to-date with any news about our program. These are a just a few of the ways that Delegates have been a support for the meetings in their state.

During the monthly conference calls, Delegates share their experience, strength, and hope on a variety of issues and discuss what is happening in their area.

**COMMITTEE CHAIR:** Donna S., Connecticut  
**TERM OF OFFICE:** Service Term Ends: 02/21  
**CONTACT INFORMATION:** [connecticutdelegate@sanon.org](mailto:connecticutdelegate@sanon.org)

**BOT LIASION:** Tamie F., Idaho  
**TERM OF OFFICE:** Service Term Ends: 3/20  
**CONTACT INFORMATION:** [idahodelegate@sanon.org](mailto:idahodelegate@sanon.org)

**DELEGATE SECRETARY:** Greta B., Maryland  
**TERM OF OFFICE:** Service Term Ends: 06/20  
**CONTACT INFORMATION:** [marylanddelegate@sanon.org](mailto:marylanddelegate@sanon.org)

**DELEGATE CONTACT LIST:** Barb C., Illinois  
**TERM OF OFFICE:** Service Term Ends 05/21  
**CONTACT INFORMATION:** [illinoisdelegate@sanon.org](mailto:illinoisdelegate@sanon.org)

**WHEN WE MEET:** 3<sup>rd</sup> Sunday of each month via conference call at 5:00pm(EST) which includes a biannual joint conference call with the BOT and Executive Director. We also have a General Delegate Assembly the night prior to the WSC. This yearly face to face meeting gives delegates the opportunity to relate to each other in a more personal setting and gives us a lengthier opportunity to discuss what has been accomplished in the prior year, along with setting goals for the year to come.

#### THIS YEAR'S PRIORITIES:

- Ensuring that there is delegate representation on all standing committees.
- Providing better outreach avenues to lone members.
- Fill the Co-Chair position for the next delegate body. Co-chairing the delegate monthly teleconference call (alternating every other month), will provide a consistent and efficient management of the meetings. This provides mentorship for transitioning into the role of Chair in 02/21 when Donna's term ends.

#### UPDATES/PROGRESS/DISCUSSIONS:

- Barb and Tamie have done a tremendous job keeping our delegate list up-to-date and available to all delegates through Google Docs. It is a challenging task and yet essential for delegate communication.
- Delegate orientation call and resource list provided by the WSC was found extremely helpful to both current and future delegates. This opened in-depth discussions about what to expect at the conference.



**S-ANON WORLD SERVICE CONFERENCE SUMMARY**  
**July 2019**

- A number of delegates served on Committees and kept the group up-to-date on activities and progress. Those who have served have encouraged other delegates to consider doing the same and provided contact information for such committees.
- We continue to share ways in which delegates can reach out to lone members and newcomers in states that do not have a delegate or regional trustee.
- Delegates are encouraged to contribute to agenda items for monthly calls. State events such as retreats, conferences, marathons, etc. are included on every agenda and shared with area fellowships.
- Delegates support each other on our monthly calls with information on supporting the fellowship. It is disheartening to the body that a few delegates have not participated in many months. Although attempts to contact them were unsuccessful, the delegate body recognizes these calls are optional and we are powerless over whether or not people participate. Concept 4 reminds us that participation is the key to harmony, and it will affect the group if there is a lack of participation.

Delegates are looking forward to replacing Google with Office365. All delegates have received their Office365 login link and have created their state email login. It will include a new drive of folders on OneDrive. This new drive will contain all of the files from our google drive, reorganized and easier to navigate, access and save to. *\*\*In the past many delegates had last names in their email addresses. This state email login aligns with the traditions and anonymity, and transferred to future state delegates\*\**

**CHALLENGES FOR THE FUTURE:**

Delegates acknowledge many states without representation. Finding ways to bring in delegates from those states/areas who continue to struggle with finding someone to step up in service continues to be a monumental task.

**Delegate List as of May 2019**

State	Delegate	Email	Term of Service	Number of Meetings & Intergroup
Alabama	VACANT			3
Alaska	VACANT			6 & IG
Arizona	Terrea A.	<a href="mailto:arizonadelegate@sanon.org">arizonadelegate@sanon.org</a>	9/17-9/20	5 & IG
Arizona (ALT)	Jennifer M.		10/18-10-21	
Arkansas	Jan H.	<a href="mailto:arkansasdelegate@sanon.org">arkansasdelegate@sanon.org</a>	8/18-8/21	2
N California	Julie S.	<a href="mailto:northerncaliforniadelegate@sanon.org">northerncaliforniadelegate@sanon.org</a>	1/17-1/20	10 & IG
N California (ALT)	Melinda			
S California	Clare S.	<a href="mailto:southerncaliforniadelegate@sanon.org">southerncaliforniadelegate@sanon.org</a>	1/17 - 1/20	22, 1 Couples & 2 IG
Canada- Central/ Eastern	Cheryll S.	<a href="mailto:centralcanadadelegate@sanon.org">centralcanadadelegate@sanon.org</a>	7/17-7/20	13, 1 Couples, 1 Special & IG
Canada-Western	VACANT			11
Colorado	Jaci L.	<a href="mailto:coloradodelegate@sanon.org">coloradodelegate@sanon.org</a>	12/17-12/20	10
Connecticut	Donna S.	<a href="mailto:connecticutdelegate@sanon.org">connecticutdelegate@sanon.org</a>	2/15-2/21	3
Delaware	VACANT			1
District of Columbia	N/A			0
Florida	Chuck T.	<a href="mailto:floridadelegate@sanon.org">floridadelegate@sanon.org</a>	5/19-5/22	14 & IG
Georgia	Brenda Y.	<a href="mailto:georgiadelegate@sanon.org">georgiadelegate@sanon.org</a>	1/18-1/21	8 & 2 IG
Georgia (ALT)	Sonia L.		6/18-6/21	
Hawaii	N/A			0

**S-ANON WORLD SERVICE CONFERENCE SUMMARY**  
**July 2019**

State	Delegate	Email	Term of Service	Number of Meetings & Intergroup
Idaho	Tamie F.	<a href="mailto:idahodelegate@sanon.org">idahodelegate@sanon.org</a>	3/17-3/20	3
Illinois	Barb C.	<a href="mailto:illinoisdelegate@sanon.org">illinoisdelegate@sanon.org</a>	6/18-6/21	18, 1 Couples & 2 IG
Illinois (ALT)	Jennifer G.		6/18-6/21	
Indiana	Lindsay D.	<a href="mailto:indianadelegate@sanon.org">indianadelegate@sanon.org</a>	9/18-9/21	3
Iowa	VACANT			2
Kansas	Jackie R.	<a href="mailto:kansasdelegate@sanon.org">kansasdelegate@sanon.org</a>	7/18-7/21	3
Kentucky	VACANT			2
Louisiana	VACANT			1
Maine	VACANT			2
Maryland	Greta B.	<a href="mailto:marylanddelegate@sanon.org">marylanddelegate@sanon.org</a>	6/17-6/20	4, 1 Couples & IG
Maryland (ALT)	Melanie G.		4/19-4/22	
Massachusetts	VACANT			6 & IG
Michigan	VACANT			7, 1 Special & IG
Minnesota	Amy R.	<a href="mailto:minnesotadelegate@sanon.org">minnesotadelegate@sanon.org</a>	7/17-7/20	2
Mississippi	VACANT			2
Missouri	Jeanne H.	<a href="mailto:missouridelegate@sanon.org">missouridelegate@sanon.org</a>	7/17-7/20	3
Montana	VACANT			2
Nebraska	VACANT			3
Nevada	Jane C.	<a href="mailto:nevadadelegate@sanon.org">nevadadelegate@sanon.org</a>	2/18-2/21	1
New Hampshire	VACANT			2
New Jersey	Faigy S.	<a href="mailto:newjerseydelegate@sanon.org">newjerseydelegate@sanon.org</a>	8/17-8/20	7, 1 Special, 1 Couples & IG
New Mexico	Carla H.	<a href="mailto:newmexicodelegate@sanon.org">newmexicodelegate@sanon.org</a>	4/19-4/22	3
New York	Zev G.	<a href="mailto:newyorkdelegate@sanon.org">newyorkdelegate@sanon.org</a>	3/17-3/20	19, 3 Couples & IG
North Carolina	Amber E.	<a href="mailto:northcarolinadelegate@sanon.org">northcarolinadelegate@sanon.org</a>	9/18-9/21	9
North Dakota	N/A			0
Ohio	VACANT			10, 1 Couples
Oklahoma	Dave T.	<a href="mailto:oklahomadelegate@sanon.org">oklahomadelegate@sanon.org</a>	5/19-5/22	3
Oregon	Lynne A.	<a href="mailto:oregondelegate@sanon.org">oregondelegate@sanon.org</a>	2/16-2/19	7 & IG
Pennsylvania	VACANT			15 & IG
Rhode Island	N/A			0
South Carolina	Andrea A.	<a href="mailto:southcarolinadelegate@sanon.org">southcarolinadelegate@sanon.org</a>		3
South Dakota	N/A			0
Tennessee	Katherine B.	<a href="mailto:tennesseedelegate@sanon.org">tennesseedelegate@sanon.org</a>	8/16-8/19	20, 1 Couples & IG
Texas	Anne A.	<a href="mailto:texasdelegate@sanon.org">texasdelegate@sanon.org</a>	11/18-11/21	12 & IG
Utah	Maren C.	<a href="mailto:utahdelegate@sanon.org">utahdelegate@sanon.org</a>	7/18-7/21	5 & IG
Vermont	N/A			0
Virginia	Toni I.	<a href="mailto:virginiadelegate@sanon.org">virginiadelegate@sanon.org</a>	5//18-5/21	15 & IG
Washington	Terry P.	<a href="mailto:washingtondelegate@sanon.org">washingtondelegate@sanon.org</a>	3/19-3/22	12 & 2 IG
West Virginia	VACANT			2
Wisconsin	VACANT			3, 1 Special

**S-ANON WORLD SERVICE CONFERENCE SUMMARY**  
**July 2019**

<b>State</b>	<b>Delegate</b>	<b>Email</b>	<b>Term of Service</b>	<b>Number of Meetings &amp; Intergroup</b>
<b>Wyoming</b>	N/A			0
<b>Progress Online</b>	VACANT			1
<b>Phone</b>	VACANT			7, 1 Special & IG
<b>Skype/Zoom</b>				15, 1 Couples

**S-ANON WORLD SERVICE CONFERENCE SUMMARY**  
**July 2019**

## Motion from the Floor: BOT Slate

Motion from the floor will be entertained by the Chair to approve the Board of Trustees (BOT).

Service resumes are on the following pages.

Board of Trustees Position	Trusted Servant	Term Ends
World Service Office Executive Director	Lindsay W.	Term concurrent with employment at WSO
<b>Officers:</b>		
Board of Trustees Chairperson	Fatima B.	7/31/20
Board of Trustees Co-Chairperson	Marsha M.	7/31/22
Board of Trustees Secretary	Mercedes S.	7/31/21
Board of Trustees Treasurer, Finance Committee Chairperson	Dawnielle A.	7/31/21
<b>Regional Trustees:</b>		
Central/Eastern Canada Regional Trustee	Heather C.	7/31/20
Midwest Regional Trustee	Vacant since 8/19	
Northeast Regional Trustee	Vacant since 8/18	
Northwest Regional Trustee	Vacant since 8/17	
Southeast Regional Trustee	Vacant since 8/15	
Southwest Regional Trustee	Pam M.	7/31/20
West Regional Trustee	Annette H.	7/31/20
Western Canada Regional Trustee	Vacant since 8/18	
<b>Standing Committee Chairs/Trustees-at-Large:</b>		
Archives Committee Chairperson	Vacant since 8/16	
International Convention Committee Chairperson	Tami H.	7/31/20
Literature Committee Chairperson	Angela M.	7/31/20
Policy Study & Service Communications Committee Chairperson	Kathleen S.	7/31/20
Public Information & Outreach Committee Chairperson	Robin A.	7/31/20
S-Ateen Committee Chairperson	Allie H.	7/31/20
World Service Conference Committee Chairperson	Vacant since 8/19	

Per S-Anon's Bylaws, with the exception of the Executive Director of the World Service Office, whose Board term coincides with his or her term of employment as Executive Director, Officers and Trustees shall be elected to serve a period of 3 years.

Trustees and Officers shall serve no more than 2 consecutive terms in the same position or any combination of positions. Voting Members consist of 4 Officers, the WSO Executive Director, 8 Regional Trustees, and Chairpersons of Board of Trustees Standing Committees.

## Motion 1: Minority Reporting at the World Service Conference

**MOTION:** Move that the following wording be added to the World Service Conference Charter, Section VIII.

**Conference Procedure:**

If, after efforts have been made to bring a motion to an “in order” status, a motion finally is ruled “out of order” for presentation at the World Service Conference, the motion maker may either:

- a. Submit a one-page summary of the motion, including supporting reasoning, for inclusion in the WSC Final Package, or
- b. Summarize their motion in a two-minute, in-person presentation at the WSC. The motion will not be formally entertained or discussed at that time.

**BACKGROUND AND INTENT:** Since the early 1990s, the S-Anon fellowship has solicited Motions for discussion at the World Service Conference (WSC). Beginning in 2004, the World Service Conference Committee (WSCC) was charged with managing “all aspects of the World Service Conference,” which includes setting the Agenda. In setting the Agenda, the WSCC must review the motions submitted. If a motion is inappropriate in some way, it is returned to the originator with an explanation and a request to revise and resubmit. Experience has shown that discussion of inappropriate or “out-of-order” motions can be disrespectful of the time and attention of WSC members and S-Anon group members in general. The WSCC uses the following criteria to judge if a motion is ready to be considered by the WSC.

1. Does the motion call for concrete actions or changes that would impact S-Anon as a whole?
2. Is the action called for in the motion legal and in compliance with regulations governing 501c3 nonprofit corporations?
3. Is the motion calling for action that is within the WSC’s “Traditional” role and not about corporate/legal functions of the BOT?
4. Does the motion align with the principles of S-Anon’s Steps, Traditions, and Concepts?
5. Is the motion about an action that has already been or is being taken on an issue?
6. Is the motion language respectful, and does it clearly state what is actually being proposed?
7. Does the motion cover all information requested in the Motion Form, and is it limited to two pages in length?

If a motion does not meet these standards, local groups and members—who are S-Anon’s ultimate authority—cannot be expected to understand what is being proposed, and reasonable discussion cannot take place at the WSC. *The WSCC has offered in the past, and will continue to offer, feedback and assistance to motion makers aimed at bringing their motion into agreement with the stated criteria.* Nevertheless, a motion maker whose motion is finally judged to be “out of order” still deserves the opportunity to be heard by the WSC. The intent of this motion is to provide an opportunity for motion makers whose motions are found to be “out of order” to bring their concerns before the WSC.

**SUPPORTING PRINCIPLES:**

- **Concept 2: “The S-Anon Family Groups have delegated complete administrative and operational authority to their Conference and its service arms.”** BOT Standing Committees are service arms of the Conference. As such, they hold delegated, rather than ultimate authority. The WSCC, as a service arm, is granted the delegated authority to apply criteria to determine if motions submitted for the WSC are “in order.”
- **Concept 3: “The right of decision makes effective leadership possible.”** A service arm (the WSC Committee) may exercise its judgment in interpreting and applying its authority, but that includes being accountable to the service arm that delegates the authority (BOT/WSC), and ultimately to the S-Anon groups. Applying the spiritual principle of “trust,” we can trust our leaders (WSCC members) to exercise their delegated authority wisely and remain committed to being accountable for their decisions.
- **Concept 5: “The Rights of Appeal and Petition protect minorities and assure that they be heard.”** The right of Appeal supports all levels in the S-Anon service structure, empowering each group and member to express an opinion that differs from the majority without fear of judgment or punishment.

## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

- **Concept 12: General Warranties of the Conference, 5. That although the Conference serves S-Anon...it shall always remain democratic in thought and action.** The spiritual principle of Participation comes into play here. We make certain everyone involved has equal opportunity to participate, taking special care to hear Minority Opinions on an issue.

**FINANCIAL IMPACT:** The Finance Committee does not project any financial impact on the fellowship if this motion passes.

**ARGUMENT PRO:** The S-Anon fellowship has not found a way, over the years, to get comfortable with the reality that not every motion that is submitted for consideration is appropriate for presentation to the WSC. It is not practical to guarantee that all motions submitted, no matter how unclear, illegal, or ill conceived, will be presented and discussed by the World Service Conference. Authority has been delegated to the WSCC to apply approved criteria, and the criteria are applied to each motion that is received. If a motion needs to be revised, a member of the WSCC works with the motion maker to help them state their ideas in a form that is useful for debate and discussion, but sometimes, motion makers reject that kind of assistance. The maker of an “out-of-order” motion still has the right to be heard in some manner. We want everyone to have his or her say, as Concept 4 suggests: “Participation is the Key to Harmony.” When the WSCC applies the agreed upon criteria, using their wisdom and experience, and decides that a motion is “out of order,” passage of this motion would allow the “out-of-order” motion maker an opportunity to be heard in another way – via a “minority report.” Passage of this motion would not directly affect most local groups. It is only when a group or individual member decides to submit a motion to the WSC that these processes and procedures come into play, but **it is in the interest of every group to be able to trust that should they wish to make a motion to the WSC, their voice will be heard.**

**ARGUMENT CON:** Right now, it would not take very much time to hear a two-minute presentation from each “out-of-order” motion maker who wished to be heard; but it could tend to take more and more time as the fellowship grows. Likewise, to add one-page summaries of out-of-order motions could add too much material to the already lengthy WSC Packet.

**DOCUMENTATION:** If this motion passes, it will change the WSC Charter by adding a section. It will also need to be included in the S-Anon/S-Ateen Service Manual, WSC section, and recorded in the decision database maintained by the WSO.

**SUBMITTED BY:** Cindy F., World Service Conference Committee Chair

## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

### Motion 2: Publishing the History of S-Anon Book

**MOTION:** Move to approve in concept the joint effort of the previous Archives Committee and the Literature Committee to publish a book about the history of S-Anon

#### **BACKGROUND AND INTENT:**

A motion to approve in concept a *booklet* on the history of S-Anon was passed in 2014. Through the previous Archives Committee's extensive research, a large amount of information and documentation was unearthed and organized, which soon outgrew the criteria for a booklet. Having this information available in book format would fill a void by telling the story of our founding, growth, service structure, and literature. The book will also show examples of how members have upheld our Traditions while interacting with the media and helping professionals to help carry our message.

#### **SUPPORTING SPIRITUAL PRINCIPLES:**

*Tradition One: Our common welfare should come first; personal progress for the greatest number depends upon unity.* This is the story of S-Anon. It is unifying for us to have an understanding and appreciation of our roots as a fellowship and of the history that we share.

*Tradition Three: The relatives of sexaholics, when gathered together for mutual aid, may call themselves an S-Anon Family Group, provided that, as a group, they have no other affiliation. The only requirement for membership is that there be a problem of sexaholism in a relative or friend.*

Currently, no information about our history is available in print. It is important for all members and potential members to be able to know who we are, where we came from, and how far we have traveled on our recovery journey.

*Concept Four: Participation is the key to harmony.*

S-Anon exists today because of the service and participation of so many who have gone before us. Knowing our history can inspire gratitude and the desire to continue to serve our fellowship through participation.

#### **FINANCIAL IMPACT ON THE FELLOWSHIP:**

The finance committee believes the financial impact of printing an S-Anon History Book could be:

- As much as \$4,862 for 4,000 copies of a bound book up to 160 pages. This includes formatting, delivery, and up to one extra hour of work required by the printer beyond the 1.5 hours they built into the quote.
- The publication of this title as an eBook as well could cost an additional \$1,250.
- The sale of books will recoup the initial cost of publication. However, the number we need to sell is dependent upon the as yet undetermined recommended price of this new publication. The price will be set after consulting with various committees and the WSO, with BOT oversight.

**ARGUMENT PRO:** The telling of the story of the S-Anon International Family Groups could bring a sense of community to S-Anon members all over the world and inspire us to greater participation as our story continues. It would provide more insight into our history, which is currently unavailable to our members. It would not only honor our "pioneers," but also remind us of how far we have come on our S-Anon journey toward recovery and independence.

A display of Archives storyboards and two breakout sessions on the history of S-Anon and S-Ateen at the Nashville IC in January 2019 were very well-attended. They raised our awareness and sparked much discussion, interest, and enthusiasm for S-Anon and S-Ateen's history and service to our fellowship. This book, with thoughtful questions at the end of each chapter, could be a meaningful tool for our groups to use as a meeting topic. Excerpts could be included on the S-Anon Blog and used as a resource for Intergroups and as a reference for future S-Anon Conference Approved Literature (CAL). An S-Anon history book would be a perfect gift to all of us as we celebrate our milestone 35th anniversary.

**S-ANON WORLD SERVICE CONFERENCE SUMMARY**  
**July 2019**

**ARGUMENT CON:** There will be increased costs to publish a book instead of a booklet that have not been included in the 2019 budget.

**DOCUMENTATION:** This decision will be recorded in the Minutes of the WSC and the Decision Database.

**SUBMITTED BY:** Annette H., S-Anon Literature Committee member



**S-ANON WORLD SERVICE CONFERENCE SUMMARY**  
**July 2019**

## **ROBERT'S RULES SUMMARY**

### **What Is Parliamentary Procedure?**

It is a set of rules for conduct at meetings that allows everyone to be heard and to make decisions without confusion.

### **Why is Parliamentary Procedure Important?**

Because it's a time tested method of conducting business at meetings and public gatherings. It can be adapted to fit the needs of any organization. Today, Robert's Rules of Order newly revised is the basic handbook of operation for most clubs, organizations and other groups. So it's important that everyone know these basic rules!

### **Order of Business**

Organizations using parliamentary procedure usually follow a fixed order of business. Below is a typical example:

1. Call to order.
2. Roll call of members present.
3. Reading of minutes of last meeting.
4. Officers' reports.
5. Committee reports.
6. Special orders --- Important business previously designated for consideration at this meeting.
7. Unfinished business.
8. New business.
9. Announcements.
10. Adjournment.

### **Motions**

The method used by members to express themselves is in the form of moving motions. A motion is a proposal that the entire membership take action or a stand on an issue. Individual members can:

1. Call to order.
2. Second motions.
3. Debate motions.
4. Vote on motions.

There are four basic types of motions:

1. **Main Motions:** The purpose of a main motion is to introduce items to the membership for their consideration. They cannot be made when any other motion is on the floor, and yield to privileged, subsidiary, and incidental motions.
2. **Subsidiary Motions:** Their purpose is to change or affect how a main motion is handled, and is voted on before a main motion.
3. **Privileged Motions:** Their purpose is to bring up items that are urgent about special or important matters unrelated to pending business.
4. **Incidental Motions:** Their purpose is to provide a means of questioning procedure concerning other motions and must be considered before the other motion.

**S-ANON WORLD SERVICE CONFERENCE SUMMARY**  
**July 2019**

**How Motions Are Presented**

1. Obtain the floor.
  - a. Wait until the last speaker has finished.
  - b. Rise and address the Chair by saying, "Madam or Mr. Chair."
  - c. Wait until the Chair recognizes you.
2. Make your motion.
  - a. Speak in a clear and concise manner.
  - b. Always state a motion affirmatively. Say, "I move that we ..." rather than, "I move that we do not ..."
  - c. Avoid personalities and stay on your subject.
3. Wait for someone to second your motion.
4. Another member will second your motion or the Chair will call for a second.
5. If there is no second to your motion it is lost.
6. The Chair states your motion
  - a. The Chair will say, "It has been moved and seconded that we..." Thus placing your motion before the membership for consideration and action.
  - b. The membership then either debates your motion, or may move directly to a vote.
  - c. Once your motion is presented to the membership by the chair, it becomes "assembly property" and cannot be changed by you without the consent of the members.
7. Speaking to expand on your motion
  - a. The time for you to speak in favor of your motion is at this point in time, rather than at the time you present it.
  - b. The mover is always allowed to speak first if they choose.
  - c. All comments and debate must be directed to the chair.
  - d. Keep to the time limit for speaking that has been established.
8. Call for the question by the Chair
  - a. The Chair asks, "Are you ready to vote on the question?"
  - b. If there is no more discussion, a vote is taken.
  - c. On a motion to move the previous question may be adapted.

**Voting on a Motion**

The method of vote on any motion depends on the situation and the by-laws of policy of your organization. There are five methods used to vote by most organizations, they are:

1. By Voice -- The Chair asks those in favor to say, "aye," those opposed to say "no." Any member may move for an exact count.
2. By Roll Call -- Each member answers "yes" or "no" as her or his name is called. This method is used when a record of each person's vote is required.
3. By General Consent -- When a motion is not likely to be opposed, the Chair says, "If there is no objection..." The membership shows agreement by their silence, however if one member says, "I object," the item must be put to a vote.

## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

4. By Division -- This is a slight verification of a voice vote. It does not require a count unless the Chair so desires. Members raise their hands or stand.
5. By Ballot -- Members write their vote on a slip of paper, this method is used when secrecy is desired.

There are two other motions that are commonly used that relate to voting.

1. Motion to Table: This motion is often used in the attempt to “kill” a motion. The option is always present, however, to “take from the table,” for reconsideration by the membership.
2. Motion to Postpone Indefinitely: This is often used as a means of parliamentary strategy and allows opponents of motion to test their strength without an actual vote being taken. Also, debate is once again open on the main motion.

Parliamentary Procedure is the best way to get things done at your meetings. But, it will only work if you use it properly.

1. Allow motions that are in order.
2. Have members obtain the floor properly.
3. Speak clearly and concisely.
4. Obey the rules of debate.
5. Most importantly, *BE COURTEOUS*.

## TWELVE TRADITIONS OF S-ANON

1. Our common welfare should come first; personal progress for the greatest number depends upon unity.
2. For our group purpose there is but one authority—a loving God as He may express Himself in our group conscience. Our leaders are but trusted servants—they do not govern.
3. The relatives of sexaholics, when gathered together for mutual aid, may call themselves an S-Anon Family Group, provided that, as a group, they have no other affiliation. The only requirement for membership is that there be a problem of sexaholism in a relative or friend.
4. Each group should be autonomous, except in matters affecting another group or S-Anon or SA as a whole.
5. Each S-Anon Family Group has but one purpose: to help families of sexaholics. We do this by practicing the Twelve Steps of S-Anon, by encouraging and understanding our sexaholic relatives, and by welcoming and giving comfort to the families of sexaholics.
6. Our S-Anon Family Groups ought never endorse, finance, or lend our name to any outside enterprise, lest problems of money, property, and prestige divert us from our primary spiritual aim. Although a separate entity, we should always cooperate with Sexaholics Anonymous.
7. Every group ought to be fully self-supporting, declining outside contributions.
8. S-Anon Twelfth-Step work should remain forever non-professional, but our service centers may employ special workers.

## **S-ANON WORLD SERVICE CONFERENCE SUMMARY**

**July 2019**

9. Our groups, as such, ought never be organized; but we may create service boards or committees directly responsible to those they serve.
10. The S-Anon Family Groups have no opinion on outside issues; hence our name ought never be drawn into public controversy.
11. Our public relations policy is based on attraction rather than promotion; we need always maintain personal anonymity at the level of press, radio, TV and films. We need guard with special care the anonymity of all S-Anon and SA members.
12. Anonymity is the spiritual foundation of all our Traditions, ever reminding us to place principles above personalities.

## **S-ANON'S TWELVE CONCEPTS OF SERVICE**

1. The ultimate responsibility and authority for S-Anon world services belongs to the S-Anon groups.
2. The S-Anon Family Groups have delegated complete administrative and operational authority to their Conference and its service arms.
3. The Right of Decision makes effective leadership possible.
4. Participation is the key to harmony.
5. The Rights of Appeal and Petition protect minorities and assure that they be heard.
6. The Conference acknowledges the primary administrative responsibility of the Trustees.
7. The Trustees have legal rights while the rights of the Conference are traditional.
8. The Board of Trustees delegates full authority for routine management of the S-Anon headquarters to its executive committees.
9. Good personal leadership at all service levels is a necessity. In the field of World Service, the Board of Trustees assumes the primary leadership.
10. Service responsibility is balanced by carefully defined service authority, and double-headed management is avoided.
11. The World Service Office is composed of an Executive Director and staff members.
12. The spiritual foundation for S-Anon's World Services is contained in the General Warranties of the Conference, Article 12 of the Charter.

## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

### THE GENERAL WARRANTIES OF THE CONFERENCE

- I. In all proceedings the World Service Conference of S-Anon shall observe the spirit of the Traditions:
- II. That only sufficient operating funds, including an ample reserve, be its prudent financial principle;
- III. That no Conference member shall be placed in unqualified authority over other members;
- IV. That all decisions be reached by discussion, vote, and whenever possible, by unanimity;
- V. That no Conference action ever be personally punitive or an incitement to public controversy;
- VI. That though the Conference serves S-Anon, it shall never perform any act of government; and like the fellowship of S-Anon which it serves, it shall always remain democratic in thought and action.

(The Twelve Concepts of Service reprinted and adapted with permission of Al-Anon World Services, Inc. Permission to reprint and adapt the Concepts does not imply that Al-Anon is affiliated with this program. Al-Anon is a program of recovery from the effects of alcoholism. Use of this material in conjunction with programs which are patterned after Al-Anon, but which address other problems, does not imply otherwise.)

### BYLAWS OF S-ANON INTERNATIONAL FAMILY GROUPS, INC. BOARD OF TRUSTEES

Rev. September 1, 2015

(NOTE: Changes incorporated in this version were adopted by the BOT on July 8, 2011, May 1, 2012, February 2, 2013, June 2, 2015 and September 1, 2015. The changes are hereby presented to the WSC in accordance with the WSC Charter.)

#### ARTICLE I NAME

The name of this organization is S-Anon International Family Groups, Inc. Board of Trustees, hereafter referred to as the Board.

#### ARTICLE II PURPOSE

The purpose of the Board is to be of service to the groups in carrying the message of S-Anon recovery to the fellowship. The Board conducts S-Anon International Family Groups, Inc. business matters, makes policy and procedure suggestions for approval by the fellowship of S-Anon, publishes S-Anon Conference Approved Literature and Service Literature, and coordinates semi-annual conventions and annual World Service Conferences.

#### ARTICLE III MEMBERS

Section 1: An S-Anon member elected to the Board by their Region shall be the Trustee for that Region.

Section 2: If a Region is not sufficiently organized for an election, the Board will appoint a volunteer to be the Trustee for that Region.

## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

- Section 3: It is suggested that a Board member have been working the S-Anon program long enough to have gained experience at other S-Anon service levels (suggested five years), demonstrated the leadership skills necessary to serve as a Trustee, and have the personal skill set to meet any special requirements for a particular BOT position.
- Section 4: Vacancies and resignations: the individual Regions are responsible for maintaining active Board representation.
- Section 5: Trustees-At-Large are Trustees nominated and elected to the Board by the Board.
- Section 6: The Executive Director of the World Service Office is a Trustee of the Board, with a voice and a vote. If, however, the Executive Director position is vacant, or if the Executive Director or Office Administrator is not qualified to serve as a Trustee in accordance with Article III, Section 3, that person will participate in Board meetings ex officio, with a voice, but no vote.
- Section 7: Term of Office
- A With the exception of the Executive Director of the World Service Office, whose Board term coincides with his or her term of employment as Executive Director, Trustees shall be elected to serve for a period of three (3) years.
  - B Trustees shall serve no more than two (2) consecutive terms in the same position. After having served two consecutive terms on the Board of Trustees in any position or combination of positions, it is suggested that an individual step down from serving on the Board of Trustees in any position.
  - C After an interval of one (1) year, they may be eligible to serve again in any Board of Trustees position.
  - D Trustee terms will be staggered such that approximately one-third end in any single year. To this end, a particular Trustee's term may be lengthened or shortened by at most one (1) year at the discretion of the Board.
- Section 8: Three quarters of all members registered at the World Service Conference may bring about a reorganization of the WSO if or when it is deemed essential and may request the resignation of the whole Board and nominate a new slate of trustees.
- Section 9: All persons either elected or appointed to the S-Anon International Family Groups, Inc. Board of Trustees (including but not limited to any Board or Committee member) prior to acceptance and during tenure of that position, shall consider each item of business, where they have a vote or decision authority, to determine if a real or perceived conflict exists with the interests of S-Anon International Family Groups, Inc. A conflict of interest is defined as any situation in which a member's influence, decisions or votes could substantially and directly affect the member's professional, personal, financial or business interests. In the event that a person nominated for or serving as a Trustee or Committee member finds himself or herself in such a position, he or she shall promptly disclose the conflict of interest to the Board or Committee Chairperson and recuse himself or herself at any Board, Committee, or other meeting from any deliberations or vote on the matter giving rise to the conflict of interest.

### **ARTICLE IV OFFICERS**

- Section 1: The officers of the Board of Trustees shall consist of the Chairperson, the Co-Chairperson, the Secretary and the Treasurer.
- Section 2: Qualifications for the Board Officers:

## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

- A Have worked the Twelve Steps of the S-Anon program for a suggested minimum of five (5) years, have completed all 12 Steps and, in the case of the Chairperson, Co-Chairperson, and Secretary, currently attend S-Anon meetings. The Treasurer position may be filled by a candidate who has the requisite experience for the position in another Twelve Step program, provided that they meet all other requirements for service as Treasurer of the BOT.
- B Familiarity with the Twelve Traditions and the Twelve Concepts.

### Section 3: Method of Elections

- A Officers are nominated and elected to the Board by the Board.

### Section 4: Term of Office

- A Officers shall be elected to serve for a period of three (3) years. Terms will be staggered such that no more than two (2) Officer terms end in any single year. To this end, a particular Officer's term may be lengthened or shortened in special circumstances by at most one (1) year at the discretion of the Board solely to provide for staggering of Officer terms.
- B Officers shall serve no more than two (2) consecutive terms in the same or any combination of Officer positions. After having served two consecutive terms as an Officer, it is suggested that an individual step down from serving in any position on the Board of Trustees.
- C After an interval of one (1) year, they may be eligible to serve again in any Board of Trustees position.
- D The outgoing BOT chairperson may remain on the Executive Committee as an advisor to the incoming BOT chair for up to 18 months. The outgoing BOT chairperson will participate in Executive Committee meetings with a voice but no vote.

### Section 5: Responsibilities of the Officers:

- A Chairperson
  1. Shall preside at all regular and special meetings and telephone conference calls of this Board.
  2. Shall be responsible for establishing the agenda for all Board meetings.
  3. May be removed after one (1) unexcused absence from meetings of this Board.
- B Co-Chair
  1. Shall serve in the absence of the Chairperson.
  2. Shall assist the Chairperson whenever needed.
  3. May be removed after one (1) unexcused absence from meeting of this Board.
- C Secretary
  1. Shall see that minutes are kept of all Board meetings and that a copy of said minutes is forwarded to each Board member and to the World Service Office for archiving.
  2. Shall be responsible for the implementation and upkeep of these bylaws.
  3. May be removed after one (1) unexcused absence from meetings of this Board.
  4. Shall distribute minutes within two (2) weeks following the monthly conference call meeting.
- D Treasurer
  1. Shall maintain all banking accounts for dispersal of Board funds.
  2. Shall submit financial reports at each Board meeting.

## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

3. Shall chair the Finance Committee of the Board.
4. May be removed after one (1) unexcused absence from meetings of the Board.

### Section 6: Vacancies and Resignation

- A If an Officer of the Board fails to attend two (2) meetings without prior notice, his/her office may be declared vacant by a majority of those members present and voting.
- B Any Officer may resign at any time for any reason by giving the Chairperson of the Board written notice.
- C Any Officer may be removed from office by a two-thirds (2/3) vote of the Board, with the motion to remove having been announced prior to that meeting.

### Section 7: Filling of Vacancies

- A Vacancies shall be filled by a majority vote at that meeting in which the vacancy is determined, or at a subsequent meeting. ~~Such~~ Persons elected to fill said vacancies shall serve for the remainder of the current term.
- B A person chosen to fill a vacant Officer position shall meet the qualifications as defined in Article IV and be aware of all responsibilities of that position as described and defined in that Article.

## ARTICLE V MEETINGS

### Section 1: Regular Meetings

The Board shall meet monthly at a time and place designated by a majority of the voting members. The Board may elect to meet less often by a vote of a majority of voting members, but the Board shall meet at least quarterly.

### Section 2: Special Meeting

A special meeting may be called at any time by a majority vote of the Board and by giving sufficient notice by email or telephone.

### Section 3: Voting Members

- A The four Officers of the Board
- B The World Service Office Executive Director, unless the Executive Director position, if filled, is filled by a person who does not qualify to serve as a Trustee in accordance with Article III, Section 3.
- C The six Regional Trustees
- D The Trustees-At-Large, i.e. Chairpersons of Board of Trustees Standing Committees.

### Section 4: Quorum

Two thirds (2/3) of the Board members shall constitute a quorum for all proceedings of the Board.

## ARTICLE VI COMMITTEES

### Section 1: Standing Committees



## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

The following standing committees have been established to carry out the purpose of the Board in the most effective and efficient manner:

- A Executive
- B Finance
- C Literature
- D International Conventions
- E World Service Conference
- F Public Information and Outreach
- G Archives
- H S-Ateen
- I Policy and Service Communications
- J Other committees, standing or special, deemed necessary to carry on special work.

### Section 2: Committee Chairperson Appointments

- A The Board shall designate such committees as are deemed necessary for the welfare and operation of the Board.
- B The Chair of the Board may appoint a committee chair or the committee itself may elect a chair from its members.
- C Committee chairs shall serve a three (3) year term, and no more than two (2) consecutive terms. After having served two consecutive terms as a Committee Chair, it is suggested that an individual step down from serving in any position on the Board of Trustees. After an interval of one (1) year, they may be eligible to serve again in any Board of Trustees position.

### Section 3: Committee Procedure

Each standing committee may prescribe its own methods and procedures, subject to the guidelines of the Twelve Traditions and the Twelve Concepts.

### Section 4: Committee Responsibility

- A Each committee chairperson shall submit a written monthly report to the Board.
- B Each committee chairperson shall review the monthly financial report to the Board to verify committee expenditures.

### Section 5 Vacancies

Should a vacancy, resignation or removal occur of any committee chair, all pertinent information shall be turned over to the Board Chairperson. A new committee chairperson will be appointed or elected.

## **ARTICLE VII SOURCE OF FUNDS**

### Section 1: Source of Funds

- A Sources of funds include voluntary contributions from member groups and income from literature sales.
- B Other sources of income may be such occasional projects or activities as may be authorized by the Board according to Tradition Six.

## S-ANON WORLD SERVICE CONFERENCE SUMMARY

July 2019

- C The Board may accept donations from S-Anon members, conforming to the general practice of S-Anon.
- D The maximum allowable annual donation in a calendar year to S-Anon by an individual member is limited to 5% of total revenue as identified in the previous year's financials, provided its use is not restricted by the donor.
- E The WSO may accept a *one-time* bequest from a deceased S-Anon member in any amount, provided its use is not restricted by the donor. Bequest amounts up to ten percent of the total revenue as identified in the previous year's financials will be placed in the General Fund. Any portion of the bequest above ten percent will be placed in the Prudent Reserve, and reported separately on the financial statements. The S-Anon Board of Trustees will authorize the use of these excess amounts according to our policy for use of the prudent reserve.
- F The acceptance of bequests or donations from any outside source is prohibited.

Section 2: There shall be no accumulation of funds beyond current necessities, with retention of only an ample prudent reserve for contingencies

### **ARTICLE VIII PARLIAMENTARY AUTHORITY**

Section 1: The rules contained in the current edition of Robert's Rules of Order shall govern this Board in all cases where they are applicable and in which they are not inconsistent with these Bylaws, the Twelve Traditions and Concepts, or any special rules of order this Board may adopt.

### **ARTICLE IX AMENDMENTS TO THESE BYLAWS**

Section 1: These Bylaws may be amended at any time by a two-thirds (2/3) vote of the Board Members at any regular or special meeting of the Board. The Bylaws of S-Anon International Family Groups, Inc. Board of Trustees and any amendments thereto are subject to recall by the World Service Conference (WSC) by a two-thirds vote of all its members. All Bylaw amendments will be presented to the first WSC to be held after their adoption by the Board of Trustees.

### **ARTICLE X MAJOR POLICY MATTERS**

Section 1: In accordance with Article X.E. of the World Service Conference Charter, "Except in great emergency the Board of Trustees ought never take action liable to affect S-Anon as a whole greatly without consulting the [World Service] Conference. However, it is understood that the Board shall reserve the right to decide which of its decisions may require referral to the Conference."

### **ARTICLE XI DISSOLUTION**

**(Language to be developed by the attorney for S-Anon and subsequently approved by the Board.)**