

S - ANON

International



Family Groups

WORLD SERVICE CONFERENCE

JULY 2020

In April 2020, the World Service Conference members convened virtually to discuss and vote on a motion to postpone the July 2020 World Service Conference until July 2021 due to COVID-19 restrictions. Additionally, considering no motions were scheduled to be brought to the July 2020 WSC, the motion to postpone was approved and in lieu of this annual meeting, a summary packet of reports from the Board of Trustees and General Delegate Assembly would be compiled along with the BOT Slate and the recently updated Bylaws of S-Anon International Family Groups, Inc.

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Board of Trustees Committee Reports

BOARD OF TRUSTEES (BOT) CHAIRPERSON'S REPORT

“The Board of Trustees is the 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-Anon. Each individual member of the BOT is asked to follow the spirit of S-Anon’s Twelve Steps, Twelve Traditions, and Twelve Concepts in all actions taken on behalf of S-Anon. (*S-Anon/S-Ateen Service Manual, Part 2*).”

COMMITTEE INFORMATION: The BOT is comprised of the Officers of the Board (the Executive Committee), 8 Regional Trustees, BOT Trustees at Large (members who chair Standing Committees, and who are not also serving as Regional Trustees), and the WSO Executive Director. The business of the BOT is conducted by means of monthly conference calls, the minutes of which are available from the WSO. Presently we have 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).

- The Officers of the Board are elected by the BOT itself.
- Regional Trustees are elected (in Regions that are sufficiently organized to conduct elections). Where elections cannot be conducted, Regional Trustees are individuals who have volunteered as trusted servants and have subsequently been elected by the BOT.
 - Midwest
 - Southeast
 - Southwest
 - West (vacant)
 - Central/Eastern Canada (vacant) (election in process at the time of this report)
 - Northeast (vacant)
 - Northwest (vacant)
 - Western Canada (vacant)
- If a Regional Trustee is elected to serve as an Officer on the BOT, ideally a new Regional Trustee for that region is elected.
- Current Standing Committees of the Board of Trustees are:
 - Executive
 - Finance
 - S-Ateen
 - Policy and Service Communications
 - World Service Conference
 - International Conventions
 - Archives
 - Literature
 - Spanish Literature Translation Subcommittee
 - Public Information & Outreach
 - Global Coordination Structure Subcommittee
 - Corrections Facilities Subcommittee

PURPOSE AND FUNCTIONS OF THE BOARD OF TRUSTEES: The Board of Trustees (BOT) is considered the legal entity of S-Anon. The Executive Committee (EC) directs the day-to-day business matters of S-Anon at the World Service Office. The BOT is responsible for S-Anon’s funds and services, makes policy and procedure suggestions for approval by the

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fellowship of S-Anon through its World Service Conference, and publishes S-Anon Conference Approved Literature and Service Literature.

Specifically, the BOT performs the functions shown below:

- Serves as guardian of S-Anon's Twelve Traditions, Twelve Concepts of Service, and the Conference Charter
- Provides guidance in matters of policy
- Serves as custodian and guarantor of good management of the WSO
- Appoints Trustees-at-Large
- Monitors and supports the accomplishment of the strategic goals of BOT committees
- Approves the annual budget and maintains a prudent reserve
- Ensures documentation of official proceedings of its committees, which are maintained in the Official Corporate Record Book at the WSO

OVERALL BOT MISSION: To provide information to inquirers and members through the WSO in the following ways, to help with 12th Step work. The S-Anon Twelve Traditions (formally adopted by the "conference" in 1988) and the S-Anon Twelve Concepts of Service (adopted by the WSC in 2004) guide the BOT in carrying out their functions such as:

- Improve communication between WSO, groups, and members
- Provide additional "Outreach" and "How-To" service literature and web-based resources
- Stewardship: Conduct the business affairs of S-Anon (including oversee the running of the WSO)
- Leadership: Recommend necessary policies and procedures for approval by the fellowship
- Publish S-Anon recovery literature
- Coordinate International Conventions and the World Service Conference
- Increase the capacity of the BOT by attracting new Trustees and by streamlining BOT processes

CURRENT BOARD OF TRUSTEES CHAIR: Fatima B.

TERM OF OFFICE: August 1, 2016 – July 31, 2020

CONTACT INFORMATION: botchair@sanon.org

JOB DESCRIPTION: The Chairperson, elected by the BOT, shall have those duties generally attributable by law and custom to a president under the laws of the State of Tennessee, with such greater or lesser duties as may from time to time be determined by the Board of Trustees. (*S-Anon/S-Ateen Service Manual, Part 2*)

The Chairperson of the BOT will carry out the following activities:

- Serve as an Officer of the BOT and a member of the EC
- Preside over the monthly BOT meetings
- Preside as Chairperson of the EC of the BOT
- Establish the agenda for all BOT and EC meetings
- Supervise the Executive Director of the WSO
- Provide, as needed, a Chairperson's Report to the BOT
- Attend the annual World Service Conference (WSC)
- Provide a BOT Chairperson's Report and EC Report at the annual WSC

Officers of the Board of Trustees: they are distinct from the Regional Trustees and Trustees At-Large. They include the Chairperson, Co-Chairperson, Secretary, Treasurer and the Executive Director. (The Chairperson, the Secretary, and the Treasurer are the *legal* representatives of S-Anon for purposes required for Non for profit organizations (501-C) by the State of Tennessee, and for the signing of any other legal and financial documents and for practical reason the ED also has signing privileges). The BOT Chairperson, in addition to monthly reports to the BOT, also reports to the WSC annually. BOT Officers are accountable to the full BOT. Officers are elected by the BOT to a term of 3 years, and may serve no more than two consecutive terms in the same position. Under certain circumstances they can opt to extend one more year if approved by the entire BOT. Any Officer of the BOT may sign documents as a legal representative of S-

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Anon International Family Groups, Inc. The Officers of the BOT, along with the Executive Director of the WSO, comprise the EC, sometimes referred to as the WSO Executive Committee.

When we meet: 1st Tuesday of each month at 9pm (EST)

Current membership: 16 members (at the time of writing this report, many members will be finishing their term as of July 31st).

PROGRESS AND ACCOMPLISHMENTS SINCE LAST WSC:

- The budget for this year was presented and approved on October 15th during the BOT meeting.
- Our new website went live at the end of last summer and is up and running. It brings updated technology, a user friendly experience, and above all, more security.
- S-Anon hired and put on retainer a new law firm to provide legal counsel in all matters regarding all copyrights issues, licenses to translate, and/or to produce S-Anon literature.
- The ad hoc committee that was formed as the result of issues of conflict with SA, successfully created guidelines for speakers during joint events, and during the fall resumed its work, with a focus on the development of guidelines for financial responsibilities and distribution.
- The ad hoc committee in charge of the update of the Service Manual (SSSM) is almost finished with the process. The updates have been added to the website for access to all S-Anon members.
- In July 2019 we had celebrated another successful International Convention and WSC in Seattle. Minutes were sent out for approval.
- The EC and the Regional Trustees continue to work on identifying new members for key positions on the BOT and hope that by the time of our scheduled joint call we will have an update of the status of our search. The Regional Trustees successfully sponsored and supervised the election process for 2 new Regional Trustees.
- The PI&O Committee continues its initiative to get Global cooperation and to develop materials to better support groups outside the reach of the USA/Canada S-Anon/S-Ateen WSO.
- The PI&O Committee is also running a new communication/discussion "Forum." It was approved to be installed on the S-Anon website earlier this year.
- The EC, in conjunction with the ICC, created an exploratory team to gather information to have a better understanding of the future of International Conventions. A questionnaire was created and responses were submitted and the results along with recommendations were presented to the BOT. No decision was made based on the material gathered. Discussion will continue during our virtual face-to-face meeting in July and hope to have a resolution.
- A new Regional Trustee was elected in the Midwest and joined the BOT in October 2019.
- A new Secretary for the BOT and the EC was voted in by the BOT on October 2019.
- A new Co-Chair for the BOT and the EC was voted in by the BOT on October 2019.
- The WSO Update distribution was restructured:
 - The appeal letter will continue to be sent quarterly.
 - The WSO Update will be sent on a monthly basis.
- A Royalty Clause was added to our licensing agreement for translation and/or distribution.
- Copyright infringements by other fellowships/entities were addressed.
- A Public Information & Outreach Guide for publication as service literature was approved.
- A pricing structure for speakers and meeting recordings at International Conventions was approved.
- A new interim WSCC Chair was appointed by the BOT Chair, until July 31, 2020 (with voice but no voting privileges).
- It was approved to purchase equipment for recording of our events.
- The January 2020 Nashville S-Anon/S-Ateen International Convention was another well attended standalone convention. Not only the speakers were recorded during this event but we were able to record several breakouts, providing the Fellowship with another source of income.

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- The video, “Tammy’s Story”, a 2-minute S-Anon Public Service Announcement (PSA), for posting on the S-Anon website was approved.
- The script and funding for a 2nd S-Anon video, “Matthew’s Story”, a 2-minute S-Anon Public Service Announcement similar to the PSA’s posted on the AI-Anon Outreach website, was approved.
- An updated Group Registration Form was approved.
- The S-Anon Bylaws have been updated and approved by the BOT.
- With sadness and disappointment, the S-Anon/S-Ateen International Convention that was scheduled for July 2020 in Toronto was canceled as a result of COVID-19.
- The BOT held a special meeting to discuss how the BOT could provide support to the Fellowship under the circumstances presented by the COVID-19 pandemic.
- Because of the restrictions set out by the US Government and for the safety of our special workers, the staff of WSO was moved to work from their respective homes. Happy to inform that the transition went through with minor glitches. Some of the work was delayed (emails and phone answering) but that was minor and was addressed as fast as they could.
- The EC and the Regional Trustees continue to work on identifying new members for key positions on the BOT.
- Overview of website with addition of Members Only site.
- Service Manual (SSSM): Many policies have been approved by the BOT and are utilized at present time. They will be incorporated in the SSSM.
- Updates were made to the Finance Policies and Procedures for the World Service Office.
- Documentation was prepared for the Priority List items for this year.
- A new Regional Trustee was elected in the Southeast and joined the BOT in June 2020.
- The Spanish translation of *Reflections of Hope* was completed and is available for purchase on the S-Anon store as an eBook
- The Traditions 7, 8, and 9 Booklet was completed and is available for purchase on the S-Anon store.
- The *Exploring the Wonders of Recovery* workbook was reproduced and is available for purchase on the S-Anon store.
- The Public Information & Outreach Guide was completed and is available for purchase on the S-Anon store.

GOALS/CHALLENGES FOR THE FUTURE:

- Recruit members to fill BOT vacancies
- 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
- Future of International S-Anon Conventions
- Continue to address the Approved policy and procedure for reviewing and updating service literature
- Revise and develop service materials including the following titles:
 - Produce documents about the history of policies/decisions
 - How to Plan S-Anon Events (Marathons, Retreats, Regional Conventions)
 - How to Start a Local Help/Information Line
 - How to Keep Meetings Healthy/Handling group Conflict (includes How to Conduct a Group Inventory)

Are you seeking new members? YES, see below.

Desired Skills and Experience of ALL BOT Members: Strong desire to serve the fellowship and it is strongly suggested that a Trustee have been practicing the S-Anon program for at least 5 years. It is desired that a potential Trustee be solidly committed to S-Anon, **willing to commit time and effort beyond the monthly call**, to have worked the 12 Steps, Traditions and Concepts of S-Anon and have a sponsor. Experience with organizational and leadership skills are also desired.

- **Regional Trustees (RT):** RT’s reside geographically in the area for which you want to provide service. (RT’s are not appointed directly by the BOT, there is an election process).

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- **Co-Chair for the BOT and EC:** The person applying to foil this position needs to be familiar with the S-Anon Traditions, Concepts and the Service Manual. The position requires a great commitment of time and strong communication and computer skills, (being familiar with Microsoft 365 is helpful).
- **Archives Committee Chair:** The person interested to fill this position should enjoy history and want to lead a team to maintain the history of S-Anon. Creativity and writing skills are helpful.
- **Global Coordination Subcommittee Chair:** Communication skills are strongly suggested as this Chair will contact or be contacted by members, new and old, from all over the world. Awareness of cultural differences in etiquette and communication style will be necessary. Flexibility in communicating from time to time in differing time zones may be necessary. Knowledge of another language besides English helpful but not mandatory.
- **Corrections Facilities Subcommittee Chair:** Communication skills are suggested for this position, compassion and an understanding of the challenges that this committee is presented with will be needed.
- **ICC Chair:** Communication skills are suggested for this position. Being familiar with and having an understanding of the challenges that this committee is presented with is strongly suggested. The person interested in this position needs to know that there is a time commitment and some travel involved. Ideally the Chair would have chaired a S-Anon International Convention and/or participated on the ICC.

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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:

- Update Member Site
- Prepare for 2021 Budget Process
- Manage ongoing copyright infringement cases
- Finalize the WSO Update Production Calendar
- Facilitate the update and review of WSO Policies
- Review and update the Operations Manual
- Organize historical copyright licensing agreements
- Manage creation of the WSO Tech Support Team
- Create WSO Service Sponsor list available for Trusted Servants
- Research group insurance options
- Participate in the review and update of Service Literature
- Create template for requesting translation reprints for AA and Al-Anon
- Expand outreach on website

PROGRESS/ACCOMPLISHMENTS SINCE LAST WSC:

- WSO Staff transitioned to new eCommerce system (June 2019 – August 2019)
- Added new products to the Literature Store: *Exploring the Wonders of Recovery*, January 2020 Speaker & Meeting recordings, *Traditions 7,8, & 9*, *S-Anon Public Information & Outreach*, *Reflexiones De Esperanza* eBook
- Rebranded WSO Update, Special Appeals, and Blog Notifications
- Created Audio Resource and eBook FAQ for inquirers
- Hired a Copyright Attorney
- Completed the updates to Translation and Distribution Agreements and Request to Reprint in Printed Publications and on Websites
- Managed the protection of S-Anon's copyright

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- Created a monthly WSO by the Numbers Tracker for reporting to the BOT
- Created SharePoint site as a repository of all BOT related work
- Created emails for Area Delegates and Board of Trustees
- Created Office 365 process and procedures document for Area Delegates and BOT members
- Facilitated the planning of the January 2020 International Convention
- Received and organized historical stats from Sexaholics Anonymous of International Conventions
- Managed BOT and WSO response to COVID-19

GOAL'S/CHALLENGES FOR THE FUTURE

- The Executive Director position is limited to 20 hours a week and would benefit from increased hours, ideally to 25 hours a week. This option will be explored in the 2021 budget.
- COVID-19 has challenged the WSO and fellowship in unprecedented ways. WSO staff adapted to working remotely while at the same time individual literature orders and communication from groups were increasing. Managing the workload from home proved challenging but not impossible.
- The WSO is prepared to implement work-from-home orders at any time.

July 2019 - June 2020 Literature Sales

	Qty
P-3 (Newcomer's Booklet)	2,134.00
P-1 (S-Anon 12 Steps)	1,771.00
P-7 (Reflections of Hope)	1,585.00
P-4 (Working the S-Anon Program)	1,526.00
L-9 (Contact Card)	1,185.00
L-1 (Is S-Anon for You?)	1,037.00
RA-2 (Recovering Together)	497.00
P-5 (Exploring the Wonders of Recovery)	441.00
L-5 (Problem Keys & Gifts)	400.00
P-11 (Traditions 4, 5 & 6)	331.00
P-10 (Traditions 1, 2 & 3)	315.00
L-7 (Sponsoring)	299.00
L-4 (12 & 12)	109.00
P-1S (S-Anon Los Doce Pasos)	93.00
P-5D (Exploring the Wonders of Recovery - Download)	71.00
P-9ST (What It's Like to be Me)	67.00
L-1ST (Is S-Ateen for You?)	60.00
L-11 (Public Information Poster - woman ocean)	54.00
L-28 (PI&O Guide)	29.00
L-12 (Public Information Poster - woman hands)	24.00
L-8 (Public Information Poster - man)	22.00
L-13 (Anonymity Table Tent)	17.00
L-10ST (S-Ateen Outreach Poster - You Are Not Alone)	5.00
L-11ST (S-Ateen Information Poster - We Get It)	3.00
P-3S (Bienvenido)	3.00
L-1S (Lista de comprobacion de S-Anon)	2.00
L-5S (S-Anon: El Problema, Las Claves, y Los Regalos)	2.00
P-12 (Traditions 7, 8 & 9)	2.00

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EXECUTIVE COMMITTEE REPORT

MISSION/PURPOSE: The purpose of the Executive Committee (EC) 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 (adapted from the 2019 S-Anon/S-Ateen Service Manual, p. 47).

COMMITTEE CHAIR: Fatima B.

TERM OF OFFICE: August 1, 2016 – July 31, 2020

CONTACT INFORMATION: botchair@sanon.org

COMMITTEE MEMBERS: Lindsay W., Executive Director; Mercedes S., Co-Chair; Dawnielle A., Treasurer and Finance Committee Chair; Greta B., Secretary

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

PROGRESS/ACCOMPLISHMENTS SINCE LAST WSC:

- We added a new Secretary and a new Co-Chair. Our previous Secretary stepped up to fill the vacant Co-Chair position and we were blessed to locate someone to take over the position of Secretary without any disruption to our work.
- We updated the Bylaws.
- The new website is up and running.
- Addressed group registrations (what is and what is not)
- Addressed Copyright infringements (no registered S-Anon groups)
- WSCC Chair position was filled with an interim member (voice but no vote privilege)
- Second standalone International Convention, this time with the support of the WSO but not hosted by the WSO.
- Overview of website with addition of Members Only site.
- The WSO changed the process of distribution of the WSO Update from three times per year to one per month. 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 7th Tradition Special Appeal continues to be published quarterly.
- Service Manual (SSSM): Many policies have been approved by the BOT and are utilized at present time. They will be incorporated in the SSSM.
- The Southeast Regional Trustee position was filled.
- A Public Information & Outreach Guide for publication as service literature was approved.
- **Physical WSO location:** The WSO Office staff transitioned successfully during Covid-19 pandemic to work remotely from their homes at the beginning of the pandemic and back again to the office as soon as it was allowed.
- **Financial Operations:**
 - Our Treasurer and as the Chair of the Finance Committee, has fulfilled our legal obligations as officers of this fellowship.
 - Budget for 2019-2020 approved
 - Updates to Finance Policies and Procedures for the World Service Office.
- **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 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.
- **Support to the Literature Committee:**
 - Licensing and Copyright: The WSO continues to receive requests for translation and printing of our

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literature outside the USA. We hired on-retainer a law firm in a special worker status to provide counsel on Copyrights and other legal areas

- 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. This is another area that requires coordination with our copyright and intellectual property attorney.
- The Spanish translation of *Reflections of Hope* was completed and is available for purchase on the S-Anon store as an eBook.
- The Traditions 7, 8, and 9 Booklet was completed and is available for purchase on the S-Anon store.
- The *Exploring the Wonders of Recovery* workbook was reproduced and is available for purchase on the S-Anon store.
- **International Conventions**
 - In collaboration with the ICC, and members of SA ICC, the EC continues to work on financial aspects of conventions when it is a joint event.
 - The EC and the WSO provided 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 BOT present vacancies, as well as find replacements for the several committee chairs who will reach the end of their terms in 2020
- Continue to strengthen communication between the Delegates and the BOT
- Continue to encourage Delegates to participate in the Priorities process
- Complete the S-Anon/S-Ateen Service Manual update/revision
- Complete the new website
- Continue to support the development of Service Offices throughout the world
- Find ways to engage more members in service above the group level
- Work on increasing the number of Regional Trustees; each region should be represented
- Encourage sponsors to emphasize service as an integral part of recovery
- Redo Member section of website, including a section for member collaboration
- Work on having the availability to translate the site into other languages
- Future of the S-Anon/S-Ateen conventions
- BOT Priority BUDGET for 2020
- Address possible copyright infringements
- Maintain and update copyrights of S-Anon literature
- Review and update current service literature
- Produce service literature, including the following titles:
 - How to Keep Meetings Healthy/Handling group Conflict (includes How to Conduct a Group Inventory)
 - How to Plan S-Anon Events (Marathons, Retreats, Regional Conventions)
 - How to Start a Local Help/Information Line

NEW THIS YEAR...

- First standalone S-Anon/S-Ateen International Convention in January of 2020 hosted by a local committee with the support of the WSO.
- Purchase of recording equipment. We can now record our speakers and breakout sessions at International Conventions and provide another source of income to the WSO.

SERVICE NEEDS: As of August 1, 2020: Co-Chair

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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

COMMITTEE MEMBERS: 4

WHEN THE COMMITTEE MEETS: Committee meets by conference call on the 3rd 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
- Work with Executive Committee re: royalties on our literature
- Treasurer/FC role at International Convention and WSC
- Update the budget process documentation
- Update the yearend closing process for the WSO books
- Continue to work with WSO and web master to evaluate office automation efficiency – improve documentation
- Work with WSO/Executive Committee on a pricing structure for convention speaker and meeting recordings for S-Anon Only Conventions
- Work with WSO to create examples of reimbursement requests for BOT and Delegates
- Work on Group Banking Information Summary Section of the Service Manual
- Work with ICC on financial portion of Convention in a Box

PROGRESS/ACCOMPLISHMENTS SINCE LAST WSC:

- Worked with WSO on Not-For-Profit Office 365 for office automation July 2018 and ongoing
- Worked with WSO for purchase of new laptop for Executive Director 3rd Quarter 2019
- Reviewed and approved BOT reimbursements by August 31, 2019
- Reviewed and approved Delegate reimbursements by early September 2019
- Reviewed Financial Impact for Motions for 2019 WSC and returned to WSCC by end of March 2019
- Submitted motion to BOT regarding Royalty Agreement pricing structure for foreign language translations of S-Anon copyrighted literature—approved by BOT November 2019
- Reviewed and approved 990 filing for 2018—November 14, 2019
- Submitted motion to EC/BOT regarding pricing structure for S-Anon produced recordings of S-Anon International Conventions where we record—approved by BOT December 2019

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- Researched recording equipment for S-Anon to be able to record standalone conventions and conventions where host committee asks. Made a motion-in-concept for this to EC/BOT—approved by BOT September 2019
- Worked on S-Anon 2020 Budget and wrote a motion to EC/BOT to approve the Budget—October 2019
- Purchased audio equipment during Black Friday sales (with FC/EC knowledge/approval) for January 2020 Convention usage—November/December 2019
- Worked on draft Manual for the Audio Recording BOT face-to-face, WSC, breakout sessions at conventions, single speaker, 3-speaker panels—December 2019/January 2020
- Recorded speakers and breakout sessions at the Nashville, January 2020 Convention—January 17-19, 2020
- Edited recordings from Nashville, January 2020 Convention and provided MP3 files to the WSO to be added to the S-Anon Literature Store—January 17-February 3, 2020
- Researched what was required to cross Canadian border with WSO recording equipment to record the July 2020 Toronto International Convention and then to cross back into the US with the equipment—late 2019-early 2020
- Worked with Accounting Assistant during COVID-19 to be able to work remotely and still access her desktop at the WSO—March/April 2020
- Researched online payment options to allow WSO to receive electronic checks, etc.—March 2020
- Completed our recommended update of language for sections D&E in the S-Anon Bylaws for the area dealing with bequests and maximum allowable annual donations in a calendar year by an individual member—May 2020
- Testing of hybrid Zoom/in-person meetings and some equipment options—June 2020-ongoing
- Research and work on document for the financial portion of the ICC's Convention-in-a-Box around decision host committees need to make as they set up the "business" side of the committee—late 2019-June 2020 around the other projects the FC was working on.
- Reviewed and approved 990 Filing for 2019—November 14, 2019-July 10, 2020

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.

S-ANON WORLD SERVICE CONFERENCE SUMMARY
July 2020

Financial Results:

	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010
Revenues										
Literature Sales	83,332	71,047	70,555	70,711	72,518	72,079	70,465	75,201	67,251	84,313
Donations	53,106	50,071	43,269	36,103	43,377	45,426	51,350	41,955	35,625	39,987
IC Convention Proceeds	9,373	14,171	3,100	24,242	-	13,967	9,789	10,083	5,198	12,814
WSO International Convention	25,006	14,115								
Interest Income	337	316	279	314	393	422	443	423	512	568
Shipping Charges Reimbursed	12,658	10,266	9,462	9,202	10,151	10,023	9,917	11,300	11,119	13,355
Total Revenue	183,812	159,985	126,665	140,571	126,439	141,917	141,963	138,962	119,704	151,035
Expenses										
Operating Expenses	44,096	44,585	38,864	38,315	39,837	46,160	36,630	40,676	36,355	39,503
Literature Publication Expenses	8,880	10,675	10,502	2,517	10,756	7,640	13,279	5,965	1,667	13,715
Payroll Expenses	81,648	75,005	70,857	82,179	80,832	73,082	65,356	74,332	74,046	77,074
Travel	13,400	8,924	10,432	9,662	10,335	11,250	8,567	6,167	6,893	3,786
BOT Committee Expenses	1,863	1,084	3,233	3,508	6,029	5,016	3,922	2,794	5,020	2,250
WSO International Convention	16,054	7,459	113							
Total Expenses	165,941	147,732	134,001	136,180	147,790	143,149	127,753	129,935	123,981	136,327
Revenue Less Expenses	17,871	12,253	(7,336)	4,391	(21,351)	(1,232)	14,211	9,027	(4,277)	14,708
Total Net Assets	103,482	85,611	73,358	80,694	76,303	97,654	98,886	84,675	75,648	79,925

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

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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

COMMITTEE MEMBERS: There are 8 Editors and 19 Readers currently serving on the Literature Committee.

WHEN WE MEET: The Literature Committee Editors meet via Zoom conferencing on the second Wednesday of each month at 8 pm, EST.

THIS YEAR'S PRIORITIES: The LC has focused on the Twelve Traditions from the S-Anon point-of-view. We are also working on a book that will be a compilation of themed member shares from the S-Anews. Our other projects are: The S-Anon History book "Along the Journey," the S-Anon Twelve Concepts, the S-Anon Blog, a booklet called "Sharing Recovery with Our Children," a booklet-sized pamphlet called, "What is the S-Anon Point-of-View?"

PROGRESS/ACCOMPLISHMENTS SINCE LAST WSC: Traditions Eight, Nine, and Ten are now CAL. Chapter one of the S-Anews Book is now CAL. Chapter Two will soon be sent for CAL vote. We have a new sponsoring editor for the Twelve Concepts work. The S-Anon Blog now has 691 subscribers. The S-Anon History book has two sponsoring editors and is currently going through the CAL process. We have information collected for the pamphlet "What is the S-Anon Point-of-View?" We discussed the CAL Process and made a recommendation for the SSSM update. We participated in proofreading Reflections of Hope for reprint. 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.

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INTERNATIONAL CONVENTION COMMITTEE 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

COMMITTEE MEMBERS: 6

WHEN WE MEET: Committee meets by conference call on the 4th 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: Convention-in-a-Box – Dividing up sections in teams of 2. Drastic changes to the Convention Guidelines to shorten them so that folks read them. We have found that people are not reading the Guidelines because they are so long. There is also information in the Guidelines that people don't think is available and it is there but just hiding in the length. Working with the Executive Director to organize in SharePoint and Convention Committees can be given access to download just what each convention chair needs. Also working closely with the Atlanta Convention Committee to ensure we meet their needs

PROGRESS/ACCOMPLISHMENTS SINCE LAST WSC:

- Significant progress on Convention-in-a-Box
- Significantly shorter Convention Guidelines
- Participated in Committee for the Future of Conventions – while no conclusion was made it got a lot of input
- Registration Convention-in-a-Box entries – good draft
- Program Convention-in-a-Box entries – good draft
- Progress on Hospitality and Hotels
- Interviewed several previous convention chairs for what they want in Convention-in-a-Box
- Working with Atlanta Convention Committee to find out what they need. Only 3 of the convention chairs requested support but it was offered to all.

GOALS/CHALLENGES FOR THE FUTURE:

- Convention-in-a-Box
- Revisit Convention Guidelines with S-Anon Only Convention possibilities

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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: Jeanne H.

TERM OF OFFICE: Interim Chair term ends July 31, 2020 / Chair term begins August 1, 2020 / term ending July 31, 2021

CONTACT INFORMATION: wsc@sanon.org

COMMITTEE MEMBERS: 6

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

THIS YEAR'S PRIORITIES:

- Plan for July 2021 WSC in Utah
- Review WSCC Charter and Service Literature
- Cultivate new members
- Future WSC emergency communications plans

PROGRESS/ACCOMPLISHMENTS SINCE LAST WSC:

- Planned and Executed July 2019 WSC in Seattle. Minutes approved.
- Rotated Chair Responsibilities August – December
- WSC Motions flow chart - reflects the Conference's approval on how to treat unresolved or out of order motions.
- Collaborated with Policy Committee on Creating Fellowship-Wide Group Conscience Guidelines
- January 2020 Jeanne – agreed to serve as Interim Chair
- Minority Report Language from Motion 1 (of July 2019) sent to WSO for publication
- WSO Update – Motions
- Conducted Motions training with Delegates
- Conducted WSC training with Delegates
- Initiated plans for July 2020 WSC
 - Received one motion that was later withdrawn
- Initiated and executed motion to postpone July 2020 WSC (Toronto)
- Motion passed, and Committee Summaries and BOT Ballot will be sent via email to WSC members

GOALS/CHALLENGES FOR THE FUTURE:

- Uncertainty of Covid-19's effect on July 2021 WSC

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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

COMMITTEE MEMBERS: 5. NOTE: Corrections and Global Outreach Subcommittees *have no members*

WHEN WE MEET: 4th Wednesday each month, 6:30 pm MT. Please contact the Chair if you would like to listen in on a call prior to volunteering.

THIS YEAR'S PRIORITIES:

- Identify nationwide attraction strategies to increase awareness of S-Anon. Possibly revise/update Information for Professionals, specifically to include pointers to our videos, and perhaps a Web presentation of information
- Investigate how S-Anon can work with professional organizations in an outreach awareness effort
- Identify other professional groups as targets for outreach efforts
- Develop a plan for the implementation of WSO presence on social media, including service literature on guidelines for participation
- Re-establish the Corrections Subcommittee, with specific target audiences and clear guidelines. Relaunch how to create local corrections initiatives, targeting two sections of our Fellowship: family members and friends of incarcerated sex offenders, and incarcerated S-Anons. This project got off-track in the past.
- Activate the Global Outreach Forum, invite members, announce availability
- Create a moderated repository of Outreach ideas, projects, etc. to collect and make available to the Fellowship
- Create a "Meeting for Professionals in a Box". This would be similar to what often occurs at S-Anon International Conventions and constructed so local/regional groups can reproduce these presentations.
- Finish and publish both the 2nd and 3rd S-Anon videos

PROGRESS/ACCOMPLISHMENTS SINCE LAST WSC:

- **The PI&O Outreach Guide:** The Outreach Guide has been printed and is available through the Store for \$7. Purchase of a hard copy automatically delivers a digital copy as well. The Outreach Guide was mistakenly labeled as CAL within the document. This error has since been corrected, labeling the Guide as Service Literature.
- **Video – Tammy's Story:** Is now available on sanon.org, and is aimed at prospective new members who are or have been, in a committed, heterosexual relationship.
- **Global Outreach Discussion Forum:** Was beta-tested as a vehicle for sharing ESH on building S-Anon outside of North America. The Forum will be added into the S-Anon member area once that web section has been revised.
- **Video – Matthew's Story:** The script has been created, although production has been put on hold due to COVID-19.
- **Video — unnamed as yet:** Researching and creating a more generic script targeting those who may fall into any of these categories: single, divorced, parents/adult children of sex addicts, people of various sexual orientations, extended family members, acquaintances, and co-workers. The video will present the message that sexaholism can effect *anyone*.

GOALS/CHALLENGES FOR THE FUTURE:

- Finding volunteers willing to chair and work on the Corrections and Global Outreach Subcommittees
- Need someone to train to become the moderator/facilitator for the Global Outreach Discussion Forum

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- Delays associated with finalizing the creation of the 2nd and 3rd S-Anon videos, due to the pandemic
- Developing a plan for implementing social media that encompasses safety precautions to ensure anonymity
- Meeting the outreach needs of the Fellowship

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S-ATEEN COMMITTEE REPORT

MISSION/PURPOSE:

- Provide information, guidance, & 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 using zoom
- 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 / one-year extension approved by BOT with service ending July 31, 2021

CONTACT INFORMATION: s-ateen@sanon.org

COMMITTEE MEMBERS: 7

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:

- Recruit and mentor new chair for S-Ateen Committee
- Update S-Ateen Safety Guidelines and other S-Ateen service literature as needed
- Continue supporting/developing the S-Ateen Online Community
- Encourage start-up of new face-to-face S-Ateen meetings and more Zoom meetings via S-Ateen Online Community (Europe/International and in the US)
- Recruit and train more S-Ateen Group Sponsors
- Develop and deliver S-Ateen programs at upcoming International Conventions
- Support/encourage S-Ateen participation at regional, and local recovery events

PROGRESS/ACCOMPLISHMENTS SINCE LAST WSC:

- Purchased Zoom account for S-Ateen Online Community
- Created S-Ateen Member/Parent Orientation meeting format for use at International Conventions and recovery events
- Created Newcomer Meeting Format for S-Ateen Online Community
- Revised regular/Suggested Meeting Format for S-Ateen Online Community
- New face-to-face S-Ateen group started 3/20 in Fresno, CA (currently meets via zoom until COVID threat passes)
- Submitted S-Ateen article for WSO Update
- Developed S-Ateen flyer for International Conventions
- Revised S-ATEEN: RESPONSIBILITY AGREEMENT Service Literature
- Planned and delivered S-Ateen program: January 2020 Nashville International Convention
- Planned S-Ateen program for July 2020 Toronto International Convention – event cancelled
- Hosted November 2019 and March 2020 S-Ateen Group Sponsor Conference Calls
- Video Conference platforms reviewed and tested for S-Ateen Online Community's weekly meetings. Sunday (S-Ateen Online Community) and Tuesday (Fresno, CA) meetings now using S-Ateen's zoom account.
- Trained and certified 2 new Group Sponsors

GOALS/CHALLENGES FOR THE FUTURE: S-Ateen is still a small fellowship, but those who participate benefit greatly from the program.

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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 / one-year extension approved by BOT with service ending July 31, 2021

CONTACT INFORMATION: pscc@sanon.org

COMMITTEE MEMBERS: 3

WHEN WE MEET: Committee meets by conference call on the 4th Monday of the month at 8pm Eastern. Please contact the Chair if you would like to listen in on a call prior to volunteering. Looking for members. Please submit service resume to the email pscc@sanon.org.

THIS YEAR'S PRIORITIES:

- Attract new members
- Finalize Fellowship-Wide Group Conscience (FWGC) Guidelines and prepare a motion for them to be submitted at the WSC 2021
- Any additional issues that arise

PROGRESS/ACCOMPLISHMENTS SINCE LAST WSC:

Current Projects:

- FWGC Guidelines: Reached out to a couple of parliamentarians to get help with voting procedure. Hopefully ready to send back to the WSC and the Executive Director for another review. Still in draft form.
- Special Meetings: Just received a formal request from the WSO to do a thorough study of the Traditions and Concepts as well as our S-Anon & S-Ateen Service Manual (SSSM) and the service manual of AI-Anon to come to a recommendation about special focus meetings in S-Anon.

Accomplishments Since Last Year:

- Received formal request to study the impact of professional speakers invited to speak at S-Anon meetings or events. Worked to provide a recommendation that included a motion to the BOT for new writing to be added to the SSSM saying that outside speakers may dilute the S-Anon message. Sent suggestions to the PI&O Chair to see if placement in the PI&O Manual would be appropriate as well: finalized, motion passed, writing is in the SSSM
- Finalized review of WSC Motions Chart to be submitted to the BOT and to go into the SSSM
- Continued back and forth review of guidelines for a potential FWGC with the WSC committee: ongoing
- Began study on the definition of what would bring about an FWGC as the SSSM writing is vague. Concluded with a recommendation to change the current definition in the SSSM to only changing wording in the Three Legacies, to match what is in the WSC Charter – motion submitted, passed, writing is in the SSSM
- Received a request to review a draft of a revised process for electing Regional Trustees: After review of Traditions, Concepts, the SSSM and the service manual of AI-Anon, the draft was sent back with several suggestions.
- Received some writing with an idea of a structure for Lone Members, but since it did not go through any kind of formal process for Service Literature (SL) or other, it was sent back to the author and suggested it go through either the SL process or submit it to the Executive Committee as possible procedure: Do not know what outcome, if any.
- Looked at creating a policy similar to AI-Anon that members of other Twelve Step Fellowships not serve above the group level. Talked specifically about SA members serving, having a voice and a vote at the WSC: tabled for now
- We received a formal request to study the S-Anon service structure, specifically the voting process of Delegates

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and how they are selected: tabled for now

- Chair provided all monthly reports, participated in all BOT calls and both Joint calls, provided reports for both Joint calls, provided annual report for BOT face-to-face and annual report for WSC.

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 2021

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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

COMMITTEE MEMBERS: Central/Eastern Canada: Heather C. (8/20), Midwest: Pam S. (8/22), Southeast: Vickie M. (8/23), Southwest: Pam M. (8/20), West: Annette H. (8/20) **Vacancies:** Northeast, Northwest, West and Western Canada Regions

WHEN WE MEET: The Regional Trustees meet by Zoom conference call on the third Wednesday of the month at 8 pm, Central Time. Please contact the Chair if you would like to listen in on a call prior to volunteering.

THIS YEAR'S PRIORITIES:

- Work to finalize the document "Process for Electing a Regional Trustee" and decide if it should be part of the SSSM or just replace the current document.
- Find members to fill the vacant Trustee positions.

PROGRESS/ACCOMPLISHMENTS SINCE LAST WSC:

- Facilitated a successful election in the MW Region to replace the outgoing RT for that Region in the Fall 2019.
- Facilitated a successful election for SE Regional Trustee in the Spring.
- Currently facilitating the re-election of the SW Trustee and the election of the Central/Eastern Canada Trustee.
- Working to update the document "Process for Electing a Regional Trustee."
- Trying to support the Regions as they cope with changes due to COVID.

GOALS/CHALLENGES FOR THE FUTURE:

- Continue to support the Delegates and groups in each Region
- Review the document L-21 "Serving as an S-Anon Regional Trustee" and update the information.
- Continue to look at Region boundaries and research ways to make them more manageable.

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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: Tamie F. (Idaho)
TERM OF OFFICE: Service Term Ends: 03/21
CONTACT INFORMATION: idahodelegate@sanon.org
southerncaliforniadelegate@sanon.org

CO-COMMITTEE CHAIR: Clare S. (S California)
TERM OF OFFICE: Service Term Ends: 1/23
CONTACT INFORMATION:

DELEGATE SECRETARY: Anne A. (Texas)
TERM OF OFFICE: Service Term Ends: 11/21
CONTACT INFORMATION: texasdelegate@sanon.org

DELEGATE ASSISTANT SECRETARY: Melanie G. (Maryland)
TERM OF OFFICE: Service Term Ends: 10/22
CONTACT INFORMATION: marylanddelegate@sanon.org

BOT LIASION: Chuck T. (Florida)
TERM OF OFFICE: Service Term Ends: 5/22
CONTACT INFORMATION: floridadelegate@sanon.org

DELEGATE OFFICE365 ADMIN: Lindsay D. (Indiana)
TERM OF OFFICE: Service Term Ends: 09/21
CONTACT INFORMATION: indianadelegate@sanon.org

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

WHEN WE MEET: 3rd 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:

- Create new service positions and determine term lengths: Chairperson, Co-Chair, Secretary, Asst Secretary, BOT Liaison, Contact List, Microsoft365 Admin
- Create ByLaws for the General Delegate Assembly (GDA)

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- Create a Welcome Committee as a standing committee within the GDA to orientate new Area Delegates and Alternate Delegates. To also update existing welcome documents and to keep the groups contact list accurate.
- Provide a way for GDA members to study the 12 Traditions, 12 Concepts of Service and the SSSM
- Better utilize the 60 minutes allotted for our monthly call/meeting
- Building a culture of service to better understand how delegate are sharing about service with members, how delegates can help to share and fill vacancies above the group level, and how delegates are exchange information with the groups in their areas.

UPDATES/PROGRESS/DISCUSSIONS:

- This year has been a year of transition from GoogleGroups to Office365. The General Delegate Group (GDA) was among the first committees to begin using Office365. Through trial and error and coordination with the Executive Committee more efficient ways for document storage and group email use has been discovered and utilized. This transition has been a challenge for some delegates to overcome as we all learned a new system.
- New positions for GDA Trusted Servants were created and filled. Co-Chair, Asst Secretary, Office365 Admin were added. One-year terms of service (with the option to serve a second term) were set to provide more opportunity for the rotation of service.
- A Welcome Committee was created as a standing committee within the GDA. They accurately update the GDA contact list and make personal contact with new members of the GDA. This year the Welcome Committee (WC) updated documents that are provided to new Area Delegates and Alternate Delegates to orientate them to how the GDA functions, the use of Office365 and eliminate duplicating information provided by the WSO. The Contact List Person is part of this committee.
- The AdHoc ByLaws Committee has been through several drafts in the creation of ByLaws for the GDA. Their work has been extensive as they have received feedback and discussion from GDA members. We hope to have a completed document soon. At this time, it is anticipated that the GDA ByLaws will be an internal document used only by the GDA and not necessarily part of S-Anon's general service literature.
- WSCC Chair and other members of the WSCC provided the Delegates with additional training and introduced new documents to assist delegates when members seek help preparing motions for the World Services Conference.
- An AdHoc Committee has been created to begin Zoom meetings for GDA members to study the 12 Traditions, 12 Concepts of Service and The S-Anon SA-Teen Service Manual. They are also exploring the possibility of opening this meeting to all WSC members and members of S-Anon standing committees.
- A great deal of discussion has been had to determine the best way to better utilize the one hour each month the GDA meets. As a result of a group conscience, requests from outside the delegate group to join the meeting will be scrutinized in new ways with the possibility of alternatives being utilized. Also, time during the meeting for each delegate who is part of a S-Anon standing committee to give a verbal report has been eliminated and written reports can be substituted and/or special request to have time on the agenda can be made by individual group members.
- A number of delegates serve on S-Anon standing committees, keep the group up-to-date on activities and progress. Those who serve on these committees encourage 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. The flyers/announcements are stored on our ShareDrive.

CHALLENGES FOR THE FUTURE:

Priorities for 2020-2021

1. Complete GDA ByLaws

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2. Special Meetings: As a result of questions posed by the PSCC Chair the GDA plans to consider how to meet the needs of those members seeking support in ways that include non-face-to-face open meetings: i.e. Facebook, Whatsap, gender specific groups, couples, parents of sexaholics, family members of sex offenders, etc. Also, to determine if/what the GDA's role is to help members access these meetings and how can we do this while protecting the S-Anon message/point of view, without diluting the program.
3. With many groups moving to a virtual format there is concern about how to ensure the anonymity of the meetings in a virtual world and how Area Delegates can assist groups to do this.
4. Look at delegate distribution. Are there areas that need more delegates? How to provide representation for virtual groups.
5. Provide support for groups during social distancing as a result of Covid-19 and Post Covid-19 meeting options/guidelines
6. Continue to provide support for lone members and areas without delegate representation.

Delegate List as of July 2020

Area	AD/Alt. AD Status	Email	Term of Service	Number of meetings/Intergroup
Alabama	VACANT	alabamadelegate@sanon.org		3
Alaska	VACANT	alaskadelegate@sanon.org		6 & IG
Arizona	Terrea A.	arizonadelegate@sanon.org	9/17-9/20	6 & IG
Arizona (ALT)	Sara		6/20-6/22	
Arkansas	Jan H.	arkansasdelegate@sanon.org	8/18-8/21	2
Canada C/E	Cheryll S.	centralcanadadelegate@sanon.org	7/17-7/20	13, 1 Couples, 1 Special & IG
Canada-W	VACANT	westerncanadadelegate@sanon.org		11
Colorado	Jaci L.	coloradodelegate@sanon.org	12/17-12/20	10
Colorado (ALT)	Michelle G.		5/20-5/23	
Connecticut	VACANT	connecticutdelegate@sanon.org		3
Delaware	VACANT	delawaredelegate@sanon.org		1
District of Columbia	VACANT	districtofcolumbiadelegate@sanon.org		1
Florida	Chuck T.	floridadelegate@sanon.org	5/19-5/22	14 & IG
Florida (ALT)	Deborah		5/19-5/22	
Georgia	Brenda Y.	georgiadelegate@sanon.org	1/18-1/21	8 & 2 IG
Georgia (ALT)	Sonia L.		6/18-6/21	
Hawaii	VACANT	hawaiiidelegate@sanon.org		(1 Virtual)
Idaho	Tamie F.	idahodelegate@sanon.org	3/17-3/23	2
Illinois	Barb C.	illinoisdelegate@sanon.org	6/18-6/21	18, 1 Couples & 2 IG
Illinois (ALT)	Jennifer G.		7/18-7/21	
Indiana	Lindsay D.	indianadelegate@sanon.org	9/18-9/21	4, 1 Couples, (1 Virtual)
Iowa	VACANT	iowadelegate@sanon.org		2
Kansas	Kevin	kansasdelegate@sanon.org	7/18-7/21	3
Kentucky	VACANT	kentuckydelegate@sanon.org		2
Louisiana	VACANT	louisianadelegate@sanon.org		1

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Maine	VACANT	mainedelegate@sanon.org		2
Maryland	Melanie G.	marylanddelegate@sanon.org	10/19-10/22	3 & IG
Massachusetts	VACANT	massachusettsdelegate@sanon.org		6 & IG
Michigan	VACANT	michigandelelegate@sanon.org		7, 1 Special & IG
Minnesota	VACANT	minnesotadelegate@sanon.org		2
Mississippi	VACANT	mississippidelegate@sanon.org		2
Missouri	VACANT	missouridelegate@sanon.org		3
Montana	VACANT	montanadelegate@sanon.org		2
N California	VACANT	northerncaliforniadelegate@sanon.org		10 & IG
Nebraska	VACANT	nebraskadelegate@sanon.org		3
Nevada	VACANT	nevadadelegate@sanon.org		1
New Hampshire	VACANT	newhampshiredelegate@sanon.org		2
New Jersey	Faigy S.	newjerseydelegate@sanon.org	awaiting form for 2nd term dates	7, 1 Special, 1 Couples & IG
New Mexico	Carla H.	newmexicodelegate@sanon.org	4/19-4/22	2
New York	VACANT	newyorkdelegate@sanon.org		19, 3 Couples & IG
North Carolina	Amber E.	northcarolinadelegate@sanon.org	9/18-9/21	9
North Dakota	N/A	northdakotadelegate@sanon.org		0
Ohio	VACANT	ohiodelegate@sanon.org		10, 1 Couples
Oklahoma	VACANT	oklahomadelegate@sanon.org		3
Oregon	Lynne A.	oregondelegate@sanon.org	2/19-2/22	6 & IG
Pennsylvania	VACANT	pennsylvaniadelegate@sanon.org		15 & IG
Phone	VACANT	-		7, 1 Special & IG
Online Progress	N/A	-		0
Rhode Island	N/A	rhodeislanddelegate@sanon.org		0
S California	Clare S.	southerncaliforniadelegate@sanon.org	1/17 - 1/20	22, 1 Couples & 2 IG
S California (ALT)	Allison B.			
South Carolina	Andrea A.	southcarolinadelegate@sanon.org	8/19-8/22	3
South Dakota	N/A	southdakotadelegate@sanon.org		0

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Tennessee	Katherine B.	tennesseedelegate@sanon.org	7/19-7/22	20, 1 Couples & IG
Texas	Anne A.	texasdelegate@sanon.org	11/18-11/21	13 & IG
Utah	Maren C.	utahdelegate@sanon.org	7/18-7/21	5 & IG
Vermont	N/A	vermontdelegate@sanon.org		0
Virginia	Toni I.	virginiadelegate@sanon.org	5/18-5/21	15 & IG
Washington	Terry P.	washingtonelegate@sanon.org	3/19-3/22	12 & 2 IG
West Virginia	VACANT	westvirginiadelegate@sanon.org		2
Wisconsin	VACANT	wisconsindelegate@sanon.org		3, 1 Special
Wyoming	N/A	wyoingdelegate@sanon.org		0

S-ANON WORLD SERVICE CONFERENCE SUMMARY
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BOT SLATE

BOT Slate August 2020 – July 2021

Board of Trustees Position	Trusted Servant	Term Ends
World Service Office Executive Director	Lindsay W.	Term concurrent with employment at WSO
Officers:		
Board of Trustees Chairperson	Mercedes S.	7/31/23
Board of Trustees Co-Chairperson	Vacant since 8/20	
Board of Trustees Secretary	Greta B.	7/31/22
Board of Trustees Treasurer, Finance Committee Chairperson	Dawnielle A.	7/31/21
Regional Trustees:		
Central/Eastern Canada Regional Trustee	Vacant since 8/20	
Midwest Regional Trustee	Pam S.	7/31/22
Northeast Regional Trustee	Vacant since 8/18	
Northwest Regional Trustee	Vacant since 8/17	
Southeast Regional Trustee	Vickie M.	7/31/23
Southwest Regional Trustee	Pam M.	7/31/23
West Regional Trustee	Vacant since 8/20	
Western Canada Regional Trustee	Vacant since 8/18	
Standing Committee Chairs/Trustees-at-Large:		
Archives Committee Chairperson	Vacant since 8/16	
International Convention Committee Chairperson	Vacant since 8/20	
Literature Committee Chairperson	Julie S.	7/31/23
Policy Study & Service Communications Committee Chairperson	Kathleen S.	7/31/21
Public Information & Outreach Committee Chairperson	Robin A.	7/31/22
S-Ateen Committee Chairperson	Allie H.	7/31/21
World Service Conference Committee Chairperson	Jeanne H.	7/31/23

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.

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BOT Bylaws

BYLAWS OF S-ANON INTERNATIONAL FAMILY GROUPS, INC.
BOARD OF TRUSTEES
Rev. July 23, 2020

(NOTE: Changes incorporated in this version were adopted by the BOT on July 8, 2011, May 1, 2012, February 2, 2013, June 2, 2015, September 1, 2015, and June 1, 2020.)

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. (SIFG) business matters, makes policy and procedure suggestions for approval by the fellowship of S-Anon, publishes S-Anon Conference Approved Literature (CAL) and Service Literature, and coordinates semi-annual conventions and annual World Service Conferences (WSC).

ARTICLE III MEMBERS

Section 1: Suggested Experience

It is suggested that potential Board members 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 2: Regional Trustees

- A. An S-Anon member residing in the Region and elected to the Board by their Region shall be seated as the Trustee for that Region, with no further discussion.
- B. The individual Regions are responsible for maintaining active Board representation. If a Region is not sufficiently organized for an election, the Board will appoint a volunteer to be the Trustee for that Region. A suggested Regional Trustee Election Process is published in the S-Anon/S-Ateen Service Manual.

Section 3: Trustees-At-Large

- A. Chairpersons of BOT Standing Committees are Trustees-At-Large.
- B. The Chair of the Board may appoint a committee chair or the committee itself may elect a chair from its members.
- C. The BOT Chairperson can appoint an interim Standing Committee Chairperson with a voice but not a vote to serve until a Standing Committee Chairperson is nominated and elected by the BOT.
- D. Trustees-At-Large are nominated and elected to the BOT by the Board of Trustees.

Section 4: Officers

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See ARTICLE IV.

Section 5: Executive Director

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 6: 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, 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. To the extent practical, Trustee terms will be staggered such that approximately one-third end in any single year. To this end, an individual Trustee's term may be lengthened or shortened by at most one (1) year at the discretion of and with the approval of the Board.

Section 7: Three quarters of WSC 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 8: 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: General Qualifications for the Board Officers

- 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 currently attend S-Anon meetings.
- B. Be familiar with the Twelve Traditions and the Twelve Concepts.

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- C. Willing to learn the necessary leadership skills to serve as an Officer, and have the personal skill set to meet any special requirements for an Officer position, as detailed under Section 5, below.

Section 3: Method of Elections

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

Section 4: Term of Office

- A. As a general rule, officers shall be elected to serve for a period of three (3) years. Whenever possible, 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 BOT 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: Specific 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 and Executive Committee meetings.
- B. Co-Chair
 - 1. Shall serve in the absence of the Chairperson.
 - 2. Shall assist the Chairperson whenever needed.
 - 3. Shall be responsible for the implementation and upkeep of these bylaws.
- C. Secretary
 - 1. Shall see that minutes are kept of all Executive Committee and Board meetings and that a copy of said minutes is made available to each Board member and to the World Service Office for archiving.
 - 2. Shall be responsible for the implementation and upkeep of these minutes.
- D. Treasurer
 - 1. Shall maintain all banking accounts for dispersal of Board funds.
 - 2. Shall submit financial reports at each Board meeting.
 - 3. Shall chair the Finance Committee of the Board.

ARTICLE V MEETINGS

Section 1: Regular Meetings

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

Section 2: Special Meeting

- A. 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.
- B. Special Meeting for the purpose of this BOT is defined as a time sensitive event, issue, catastrophe, or emergency, etc.

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 eight 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

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 submit a candidate from its members for consideration by the Board.
- C. If BOT Chair appoints an interim standing committee chair, that chair shall serve for the remainder of the S-Anon service year, with a voice, but not a vote.

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Section 3: Committee Chairperson Procedure

Each standing committee Chairperson may prescribe his or her own methods and procedures, subject to the guidelines of the Twelve Traditions and the Twelve Concepts, except in matters affecting another BOT committee or the BOT or S-Anon as a whole.

Section 4: Committee Chairperson Responsibility

- A. Each committee chairperson shall submit a written monthly report to the Board.
- B. Each committee chairperson shall review all the monthly reports and motions submitted, paying special attention to the Financial Report to the Board to verify committee expenditures.
- C. Each committee chairperson shall actively participate in the monthly BOT meetings.

ARTICLE VII VACANCIES, RESIGNATIONS, AND REMOVAL FROM OFFICE

All Sections of *Article VII: Vacancies, Resignations and Removal from Office* apply equally to all Members of the S-Anon Board of Trustees.

Section 1: VACANCIES

Should a vacancy, resignation or removal of any BOT member occur, all pertinent information shall be turned over to the Executive Committee.

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. Persons elected to fill said vacancies shall serve for the remainder of the current term.
- B. A person chosen to fill a vacant BOT position shall meet the qualifications as defined in Articles III and IV and be aware of all responsibilities of that position as described and defined in those Articles.

Section 2: Resignations

- A. Any BOT Member may resign at any time for any reason by giving the Chairperson of the Board two-week written notice.

Section 3: Removal from Office

- A. If a member of the BOT fails to attend two (2) BOT meetings with or without prior notice, during one S-Anon service year, his/her position may be declared vacant by a majority of BOT members present and voting.
- B. Any BOT member 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.

ARTICLE VIII SOURCE OF FUNDS

Section 1: Source of Funds

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- A. Sources of funds include voluntary contributions from individual members, individual S-Anon groups, S-Anon Intergroups, International Conventions, Recordings by WSO, Copyright Licensing Royalties, Local/Regional Events, 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 Traditions Six and Seven.
- C. 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.
- D. 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 as necessary in order to maintain policy-based balances 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.
- E. 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 IX 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 X 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 XI 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 which could greatly affect S-Anon as a whole 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 XII DISSOLUTION

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