



## Fellowship-Wide Services Newsletter

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*September 2012*

# Welcome to the Autumn Issue of the Fellowship-Wide Services Newsletter!

### **PLEASE TAKE A COPY TO YOUR MEETING!**

Please share this newsletter far and wide and encourage others to subscribe for free.

- Take this printable version to all your meetings.
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- Take a newsletter flyer to your meeting:  
[http://www.slaafws.org/NEWSLETTERS/Newsletter\\_Subscription\\_flyer.pdf](http://www.slaafws.org/NEWSLETTERS/Newsletter_Subscription_flyer.pdf)

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# **The Board of Trustees of the Augustine Fellowship, S.L.A.A., F.W.S., Inc.**

## **Request to Stop Copying or Distributing the Document Entitled the "S.L.A.A. - H.O.W. Beginners Kit"**

The Fellowship-Wide Services (F.W.S.) Board of Trustees requests of all members, groups or intergroups of S.L.A.A.:

*To not copy, distribute, translate, sell or post on any website the document known as the **S.L.A.A.-H.O.W Beginners Kit** ("Beginners Kit").*

This decision is **not** based upon any consideration regarding types of meeting formats, but rather was made for the following reasons:

1. There is a representation on the cover of the document that it is Conference approved when it is not.
2. There has been no permission granted to reprint, and freely distribute, such large portions of Copyright protected, Conference-approved S.L.A.A. literature.
3. The draft does not contain legally required source references and copyright acknowledgements.

It is acknowledged that this document was briefly and erroneously posted on the slaafws.org website in 2008; however it was quickly removed after the realization that the above concerns existed. Informal discussions attempting to deal with this problem have failed to yield a solution.

Although there has been a writing group formed to create a new beginners' document, draft literature is not intended to be disseminated for unrestricted use or for sale. Per the Conference Literature Committee flowchart (Appendix J of the S.L.A.A. Conference Service Manual 2012), all literature intended for widespread use should be first subjected to a careful Conference approval process, which takes time.

While the Board appreciates the good intentions of those distributing the copies, as well as the desire to carry the message, the Board notes that the vast majority of the text contained in the Beginners Kit (including two copyrighted pamphlets as well as two chapters of the S.L.A.A. Basic Text) is available for sale through the S.L.A.A. Store. The Board therefore encourages S.L.A.A. members to pay for literature in support of the fellowship as a whole.

Over half of F.W.S. operating funds comes from literature sales and the Board of Trustees holds a fiduciary duty to protect the assets of this non-profit corporation, which includes its intellectual property. The observance of F.W.S. copyrights by S.L.A.A. members is an act of unity that supports the future financial viability of the fellowship worldwide.

There has been great success carrying the message of S.L.A.A. through the appropriate use of Conference approved and copyrighted materials. Our mission can continue in that fashion.

Everyone's cooperation in immediately ceasing all copying, distributing, selling, translating or posting of this document is appreciated. Please check to make certain your groups and intergroups (including websites) are not involved in such distribution. Any questions or comments by S.L.A.A. members on this request are welcome and may be submitted to the Board of Trustees via the F.W.S. Copyright Desk at <http://www.slaafws.org/contact/fwscd>.

## The New F.W.S. Website is Here - Update Your Links!

The latest exciting news at Fellowship-Wide Services (F.W.S.) is that the brand new F.W.S. Website was launched at [www.slaafws.org](http://www.slaafws.org) in early July. This is a good time to request that all S.L.A.A. Intergroups and Groups update their website links.

Below is a list of the correct links to use from the F.W.S. website.

### **Contact Information for F.W.S.**

*Mailing Address:*  
*The Augustine Fellowship*  
*1550 NE Loop 410 Suite 118*  
*San Antonio, TX 78209*

Phone: 1-210-828-7900  
Fax: 1-210-828-7922  
Website: <http://www.slaafws.org>

### **Email Addresses**

Many past S.L.A.A. email addresses no longer exist due to excessive junk email.

A new page was created at <http://www.slaafws.org/email> and it is recommended that everyone be directed here for email contact.

**The Seven Core Documents of S.L.A.A.** – These are PDF files which can be offered as links from the F.W.S. Website. In keeping with the *F.W.S. S.L.A.A. Local Website Guidelines* <http://www.slaafws.org/download/core-files/LocalWebsiteGuidelines.pdf> please do not copy these files for download from your website.

- [The 12 Steps of S.L.A.A.](#)
- [The 12 Traditions of S.L.A.A.](#)
- [The S.L.A.A. Preamble](#)
- [Characteristics of Sex and Love Addiction](#)
- [40 Questions for Self-Diagnosis](#)
- [Signs of Recovery](#)
- [Recommended Guidelines for Dealing with the Media](#)

### **F.W.S. Website Pages**

- F.W.S. Online Store – <http://store.slaafws.org>
- S.L.A.A. Meeting Directory – <http://directory.slaafws.org>  
(Online and Phone Meetings are also here)

- Subscribe to the *F.W.S. Newsletter* - <http://www.slaafws.org/newsletters/subscriptions>
- Subscribe to the *Journal* - <http://store.slaafws.org/ctgy/JSUB.html>

### **Other Links**

Please see <http://www.slaafws.org> to copy any other links you may need to provide on your website.

Thank you for continuing to carry the message,  
Beth S.  
F.W.S. Webmaster  
August 2012

## **Board Chair Annual Report**

**July 24, 2012**

This conference year has seen many changes, challenges, and successes in our Fellowship. The Board of Trustees (BOT) has had moderate turnover, but its membership has stayed committed and focused on continuing with the tasks at hand. The FWS office has had turnover as well, but continues to grow.

The BOT filed a complaint with the San Antonio, TX police department with regard to the former General Manager (see below for details).

Board Committees were given specific tasks at the beginning of the conference year, in addition to their respective duties, and each completed these tasks, some in the face of adversity. The further stabilization of the FWS office was also a main focus for the conference year and this was accomplished by the implementation of policies, procedures, and internal controls pertinent to the operation. Also, there were nine visits by Board members (see below for details).

### **Board Membership**

Appointed Tom B. to the Board of Trustees effective October 14, 2011.

Accepted the resignation of Leon C. effective February 6, 2012, due to health reasons.

Appointed Rick B. to the Board of Trustees effective February 25, 2012.

Appointed Susan C. to the Board of Trustees effective June 18, 2012.

Accepted the resignation of Ayana P. effective July 19, 2012.

### **Former General Manager**

- In November 2010, the Board terminated the employment of the General Manager (GM) for cause.
- The cause for termination of the GM was unsatisfactory performance after a warning. The repeated failure to send out important tax documentation in a timely manner as directed by the Board of Trustees was the most salient point.
- Following that action, the former GM applied for unemployment benefits. The State of Texas Unemployment Commission upheld the decision of discharge for cause and denied her claim for unemployment benefits.

- However, once the board visited the F.W.S. Office and reviewed the financial status, it became apparent that the former GM had overpaid herself and mismanaged the financial affairs of the office. It was then that a criminal complaint was filed with the San Antonio, TX Police Department in October 2011.
- The police report was filed as a matter of due diligence. The San Antonio police department has not yet reported any action on this matter and no further information is available at this time.
- Approximately one year of financial records were destroyed by the former GM. This action hindered the amount of information that could be provided (or included) in the police report and to the Fellowship at large.
- Since the termination of the GM, the Board has created and implemented checks and balances and internal controls. This includes:
  - Hiring a bookkeeper who does not handle the monies of the office
  - All mail is opened by two staff members
  - Any expenditure is reviewed by the three corporate officers and bookkeeper.
  - Detailed monthly reviews of the financial reports are made by the F.W.S. Office supervisor and then the BFOC. There are quarterly reviews by the BOT.
  - Publication of financial reports in the F.W.S. Newsletter (after approval by the BOT.)
  - Recently approved a Whistleblower Policy that provides protection and a process for anyone in S.L.A.A. to report suspected wrongdoing.

## **Board Committees**

### *Board Governance and Nominating Committee (BGNC)*

The BGNC was given the task of increasing Board/Board committee membership by identifying and contacting members of the Fellowship to serve in this capacity. The committee was hampered by the change of chairs mid way through the conference year, but was able to achieve its goals. Unfortunately, the Board had two resignations this conference year.

### *Board Public Relations Committee (BPRC)*

The BPRC was given the task of creating a process for professionally created literature on a fee basis. This project was completed and is awaiting discussion by the BOT.

### *Board Finance and Operating Committee (BFOC)*

The BFOC was given the task of adequately staffing the FWS office. This task was completed twice as it had to be re-done after the first Office Coordinator resigned for another position.

## **Board members FWS Office Visits**

There were several visits by Board members to the FWS office throughout the conference year for such activities as staff training, legal filings, staff evaluations and ABM preparations. Here is a list of visits made during this conference year:

Rita H., Office Supervisor

- August 7-17, 2011
- October 9-19, 2011

- November 13-23, 2011
- January 1-11, 2012
- June 10-23, 2012

Steve B., BFOC chair

- October 11-18, 2011
- April 30-May 4, 2012

Tom F., Board chair

- February 5-11, 2012
- June 18-22, 2012

I am honored and grateful to serve with the BOT and BOT committee members who serve this Fellowship so selflessly. The commitment, dedication, and patience that are exhibited are exemplary.

Respectfully submitted,

Tom F.

Board of Trustees, chair

## **F.W.S. Office Coordinator Final Report    January - May 2012**

In the beginning of the calendar year, January to May 2012, the F.W.S. Office has been functioning at a wonderful pace. The F.W.S. Office Coordinator position has taken on new responsibilities with the continued guidance and supervision from the F.W.S. Office Supervisor, Rita H. In this report there will be areas that reference six months, as this is the time frame in which I have been placed in the F.W.S. Office Coordinator position.

### **Phone Calls, Outreach, Email and Mail:**

1. Phone calls-- The F.W.S. Office received roughly 732 calls during the last six months, with an average of 48 voicemail messages that are left after the hours of operation to include weekends. Total calls over a 5 month period are broken down as follows;
  - a. 312 meeting location calls
  - b. 144 outreach calls
  - c. 12 phone orders
  - d. 24 ABM related calls (March-May)
  - e. 240 hang ups and solicitation

Overall , the call volume varies with the highest peak of calls being Friday.
2. Outreach - The F.W.S. Office connects members and newcomers to current S.L.A.A. members who provide outreach. Linda W., Ron G., and Susan G. have been very receptive to outreach referrals that are sent to them. They continue to be very gracious in providing service for the fellowship and have been consistent with their assistance over the last six months.
3. General Questions -General questions are sent through the F.W.S. Website at <http://www.slaafws.org/contact/General+Questions>. S.L.A.A. members, or the general public, can send questions they may have about Sex and Love Addiction, S.L.A.A. meetings locations, meeting formats (i.e., S.L.A.A. H.O.W., Non-Conference and Conference Approved Literature), and many more.
  - a. From January 2012- May 2012, there have been a total of 54 questions answered.
4. Email - The F.W.S. Office Coordinator email is for business use only and is not published.

- a. A total of 1,613 emails were received that are related to S.L.A.A. business.
    - i. 1,443 emails received were from F.W.S. Office Staff (F.W.S. Office Supervisor, F.W.S. Bookkeeper, Board of Trustee Members, Committee Members, Outreach, S.L.A.A. Members, and 2012 ABM Committee.
    - ii. 170 emails received were by members, Online Store customers, and S.L.A.A. vendors.
  - b. A total of 1,229 emails have been sent:
    - i. 1,030 were correspondence between S.L.A.A. Staff and/or F.W.S. Office Supervisor, F.W.S. Bookkeeper, Board of Trustee Members, Committee Members, Outreach, and S.L.A.A. Members.
    - ii. 199 responses by the F.W.S. Office Coordinator were related to F.W.S. business, such as Watermark vendor, general question replies, meeting location requests, S.L.A.A. Catalogue requests, and S.L.A.A. material requests, i.e., 7 Core Documents of S.L.A.A. or DRAFT Literature.
5. Mail continues to be opened once a week by the F.W.S. Office Coordinator and F.W.S. Bookkeeper. Each piece of mail is date stamped and scanned, then emailed to the F.W.S. Office Supervisor on that day. The F.W.S. Office Coordinator does not handle any cash or check or credit card contributions/order payments outside of opening the mail and date stamping items under supervision of the F.W.S. Bookkeeper. All checks are cancelled using the business bank stamp to the general account on the back of each check.
6. CPOC
- a. January 2012 – May 2012, The F.W.S. Office received 31 pieces of mail that were outreach and pen pal related.
  - b. Two new pen pals were added to the CPOC Pen Pal Project. There is a total of 7 pen pals

### **Policies**

The F.W.S. Office is in the process of writing policies that will be part of a Standard Operating Procedures Manual. Policies that have been written by the F.W.S. Office Coordinator with staff and/or F.W.S. Office Supervisor are:

- Employee Time Card Policy
- Shipping and Receiving Policy
- Staff and Volunteer Guideline

**Builds (CDs/Newcomer Kits, Order Catalogue)** January 2012 to May 2012 Number sold:

- Newcomer kits: 569
- CD Builds: 162
- Complete Basic Text Audio: 10
- Catalog Orders Forms: 1,000
- Journal flyer inserts Catalog: 925
- Spanish Chapters 4 and 5: 102

### **Orders, Shipping, and Errors:**

1. Orders are pulled by the F.W.S. Office Coordinator from the F.W.S. Store Archive Wednesday – Friday. The F.W.S. Bookkeeper is emailed the order numbers that are pulled daily for checks and balances. Between the months of January 2012 – May 2012, the F.W.S. Office packaged and mailed a total of 698 orders. The monthly breakdown is:
  - a. January 2012: 137
  - b. February 2012: 155
  - c. March 2012: 167
  - d. April 2012: 105

- e. May 2012: 134
- 2. Shipping: The F.W.S. Office utilizes USPS Click -N- Ship™ to mail Priority Flat Rate/Express Domestic/International envelopes and boxes. Tracking of shipping supplies began in January 2011. From January 2012 to May 2012 there have been a total 748 USPS envelopes and boxes used to mail customer orders. The monthly breakdown is:
  - a. January 2012: 139
  - b. February 2012: 164
  - c. March 2012: 179
  - d. April 2012: 131
  - e. May 2012: 135
- 3. Errors/Incidents: January 2012- May 2012 the F.W.S. Office verified nine errors. The monthly breakdown is:
  - a. January 2012: 2
  - b. February 2012: 1
  - c. March 2012: 0
  - d. April 2012: 3
  - e. May 2012: 3

**Sales Summary and Inventory Tracking & Request for restock of merchandise:**

- 1) Sales Summary and Inventory tracking.
  - a) The F.W.S. Office received 5, 373 S.L.A.A. Basic Texts with the Anonymous Cover from Sheridan Books on March 4, 2012.
  - b) Merchandise that will continue to be tracked and monitored and is expected to be ordered after the ABM merchandise is counted and returned to inventory are:
    - i) Medallions
      - (1) BR-008 8- year Bronze Medallions – Quantity 25
      - (2) BR-011 11-year Bronze Medallions – Quantity 25
      - (3) BR-012 12- Year Bronze Medallions – Quantity 50
      - (4) BR-015 15- Year Bronze Medallions – Quantity 50
    - ii) Plastic Chips
      - (1) PL-007 9- Month Chip – Quantity 1,000
    - iii) Wristbands
      - (1) BRC-003 “You are Not Alone” Royal Blue – Quantity 500
      - (2) BRC-005 “One Day at a Time” Yellow – Quantity 500

**Purchases**

- 1. Merchandise ordered and received January 2012- May 2012;
  - a. March 2012: Journal Subscription Cards
    - i. 2000 white stock cost \$178.00
  - b. April 2012: Journal Issue #136 not including cost to mail 1<sup>st</sup> class postage to 224 subscribers:
    - i. Quantity: 245 - \$526.00
    - ii. Envelopes - \$21.43
    - iii. Download Data, Format for Addressing - \$25.00
    - iv. Mailing Services - \$131.40
  - c. May 2012 PL-008 Welcome Chip – Quantity 3,000
  - d. June 2012 Newcomer Packet Envelopes and Stickers
    - i. 10,000 - \$996.00 Envelopes
    - ii. 10,000 - \$324.00 Labels (larger with registered logo)
  - e. June 2012 PL-005 3- Month Chip – Quantity 1,000

**Conference Committee Work:**

1. CPOC: The F.W.S. Office received 16 CPOC letters from inmates. The monthly breakdowns are as follows:
  - a. January 2012: 2
  - b. February 2012: 3
  - c. March 2012: 5
  - d. April 2012: 1
  - e. May 2012: 5

As of January 2012 the F.W.S. Office has received 15 Inmate Pen Pal letters on behalf of the CPOC. The monthly breakdowns are as follows:

- a. January 2012: 7
- b. February 2012: 3
- c. March 2012: 2
- d. April 2012: 2
- e. May 2012: 1

As of January 2012, the F.W.S. Office, the F.W.S. Office has sent a total of 14 inmate orders on behalf of CPOC:

- a. January 2012: 0
- b. February 2012: 7
- c. March 2012: 0
- d. April 2012: 0
- e. May 2012: 3
- f. June 2012: 4

2. Copyright/Translation: In March 2012, a Copyright Desk position was filled at the F.W.S. Office. The Office Coordinator and Mailroom Associate has assisted in quality control and mailing of Spanish Outreach packages. The amount of Spanish Outreach Packages shipped are as follows:
  - a. March 2012: 4
  - b. April 2012: 11
3. Journal: In April 2012, the FW.S. Office Coordinator began to take on additional duties with the Journal. These duties include:
  - a. Request quotes for upcoming Journal issue
  - b. Track online/store Journal subscription purchases
  - c. Track mail and phone orders for Journal subscriptions
  - d. Quality control bookkeepers subscription list for discrepancies between online/store, mail, and phone orders.
  - e. Update Journal subscription list as needed
  - f. Send to Watermark on 1<sup>st</sup> business day of the current issue month.

#### **ABC/M 2012:**

1. One of the job duties outlined for the F.W.S. Office Coordinator will be to attend the ABC/M in San Diego, California, July 22-27, 2012, to assist with setting up and staffing the on-site store along with doing an inventory of merchandise, in addition to handling requests for documents, copies, office supplies, and other things from attendees. In preparation for the ABM, registration information received at the office is passed on to appropriate people for processing.
2. The F.W.S. Office Coordinator takes part in the ABC/M planning committee process. Teleconference meetings take place monthly at 6pm CT.
3. Duties that the F.W.S. Office Coordinator completed:
  - a. Meeting minutes on April 16<sup>th</sup>
  - b. Early Delegate Raffle Drawing April 17<sup>th</sup>
  - c. Q/A phone calls and emails

#### **Requests for the F.W.S Federal Identification Number (FIN):**

1. From January 2012- May 2012 the number of FIN request are as follows:
  - a. January 2012: 5
  - b. February 2012: 1
  - c. March 2012: 0
  - d. April 2012: 1
  - e. May 2012: 0

### **Office Coordinator Supervisory Role**

In January 2012, the F.W.S. Office Coordinator set goals to improve the supervisory role. In six months, the goals that were achieved are as follows:

1. Watch for innovations in techniques and methods of work in other organizations
  - a. Guidance provided by BFOC Chair/Treasurer/Steve B. visit early May 2012
2. Set targets of output of work
3. Motivate the office employees to take on additional duties of the F.W.S. Office
  - a. Mailroom Associate has been proactive in seeking additional duties and requesting cross training on various functions of the F.W.S. Office
    - i. Burning and Labeling Audio CDs for customer orders and stock items
    - ii. Monthly Shipping and Order Reporting
    - iii. Troubleshoot Bizhub™ and replace items when indicated such as toner and toner waste bottle
    - iv. Printing Booklets
    - v. Print labels for Fulfillment service/Hazelden
    - vi. Bill of Lading Sheridan, Hazelden
4. Organize physical conditions in the office so as to create a functional/efficient environment.
  - a. Established a Supply and Merchandise Store Room
  - b. Put DVD burner in 3<sup>rd</sup> Office.
5. Establish appropriate authority relationship among staff
  - a. Per three-month appraisal.
6. Interpret organizational policies and establish systems and procedures for F.W.S. Office activities
  - a. Guidance provided by F.W.S. Office Supervisor
7. Provide pleasant work atmosphere

Respectfully Submitted,  
Chunnisee Jackson  
Outgoing F.W.S Office Coordinator  
June 8, 2012

### **F.W.S. Office Supervisor Report Annual Report**

**July 24, 2012**

#### **Essential Services**

- F.W.S. Office is open Tuesday-Friday 9:30am-4:30pm CT
- Receiving, filling, and shipping orders promptly was and is a top priority.
- Every effort is made by staff and volunteers to answer the telephone, return voicemail messages, and reply to emails within 24-72hrs.
- The mail continues to be opened once a week and checks are deposited within 2-4 weeks.
  - Store orders and Journal subscriptions are immediately entered (there is no wait for deposit of check in order to fill/ship an order or add to Journal subscription list).

### Office Staff

- It was a busy year interviewing and hiring staff.
- Office continues to use temporary staff.
- Mailroom Associate-Hector Fuentes
- BOT Record keeper-Sara Cuellar
- New Staff
  - F.W.S. Office Coordinator-Joy Sanchez
  - F.W.S. Copyright Desk Associate-Brian Harris
- Independent Contractors
  - F.W.S. Bookkeeper-Pamela Gaba
  - F.W.S. Webmaster-Beth S.
  - IT Consultant-David Crawford

### Office Operations

- The *Journal* was brought back into the office with the January/February 2012 issue and is still outsourced for printing and mailing.
- Prison outreach mailing and pen pals are handled by the Office Coordinator, Through January-March 2012, there was an average of 60 min/month spent on this function.
- Spanish Outreach saw 16 packages of Spanish literature mailed worldwide in an effort to help Spanish-speaking groups carry the message.
- Courtesy literature was sent to 3 countries (France, Denmark and Iceland) who are translating S.L.A.A. literature.
- Goal to support CFC and committee expenses/budget by bookkeeper after the 2012 ABM.

Office Visits by BOT are frequent and important for stabilization of the office and training of staff.

Remote Office Oversight and Training are performed via email and phone calls (sometimes daily) as well as on-site visits.

Staff Performance Appraisals are done at 3, 6 and 12 months for new staff and annually thereafter.

**The Augustine Fellowship,  
Sex and Love Addicts Anonymous,  
Fellowship-Wide Services, Inc.**



**F.W.S. Office Supervisor**

**Volunteer Board Member**

**SUMMARY**

The Office Supervisor is responsible for overseeing the day-to-day operation of the F.W.S. Office, on behalf of the BFOC and the BOT. In the case where there is an employed executive (General Manager, Executive Director), this responsibility is accomplished by acting as the daily supervisor of that employee-manager.

**QUALIFICATIONS**

The F.W.S. Office Supervisor is a member of the BOT who serves on the BFOC and reports to the BFOC and/or BFOC chair and most likely to be the Corporate Clerk.

**JOB DUTIES**

The role is to oversee the staff and office operations at the head office in San Antonio, Texas in collaboration with the BOT/BFOC chairs who are also the Corporate President and Treasurer, respectively.

This includes:

- Regular visits to the F.W.S. Office (at least two/year).
- Office liaison and point of contact to staff, independent contractors, temps, or volunteers as well as Conference committees and ABC/M preparation.
- Participates directly and/or as a witness to onsite Staff Performance Evaluations; and, recommends salary compensations.
- Ensures legal filings of all federal, state and city of San Antonio are filed on time especially as the Corporate Clerk.

**Staff Introductions**

**F.W.S. Bookkeeper**

My name is Pamela Gaba. I reside in New Braunfels, Texas. I began working with the Augustine Fellowship in January 2011. When I started, it was at a time of creating and implementing new and improved processes and procedures for accurate and timely accounting practices. I am currently scheduled to work Mondays and Fridays of each week. My main daily responsibilities include: Importing new online orders into the accounting program, entering online donations, entering mail contributions and orders, entering the bills and payments, and reconciling to the bank statements each month. There are also various stats and reports that are done at the end of each month to provide the board and the committees with accurate standings.

I got the opportunity to attend the Annual Business Conference/Meeting (ABC/M) in July as a staff member. Hector and I set up the store and manned it during the hours of operation. I attended the finance presentation and the Auction, which was a lot of fun and very entertaining. I had the pleasure of meeting delegates and getting to visit with them during meals. The delegates made Hector and I feel much appreciated. I could see that a lot of work was done during the ABM between the board and the Conference committees to improving and adding resources available to members, groups, and Intergroups and to make S.L.A.A. run even more efficiently. I very much enjoy my work with the fellowship and the people that I work with and have great respect for the S.L.A.A. mission.

#### **F.W.S. Office Coordinator**

My name is Joy Sanchez and I reside in San Antonio, TX. I began working for The Augustine Fellowship in June 2012 as a temporary employee. I was able to meet and interview with Rita H. and Tom F. and learn about the organization. I was immediately interested in the position. My background is in Corporate Human Resources and this seemed like a very welcome change. Since beginning my employment, I have been able to read a lot of the S.L.A.A. literature and familiarize myself with all aspects of the organization, as well as interact with members, potential members, committee members, and board members.

Some of my duties within the F.W.S. Office include answering email and telephone inquiries regarding S.L.A.A., overseeing and assisting the Mailroom Associate with inventory, preparing, packaging, quality checking, and shipping ordered materials, as well as preparing reports on office activities for the Office Supervisor and Board Members. I am looking forward to taking on more responsibilities in the near future as well as getting to experience the Annual Business Meeting in San Antonio next year.





# Balance Sheet

August 13, 2012

Jun 30, 12

## ASSETS

### Current Assets

#### Checking/Savings

10000 · BofA ABM/TEF-0426	35,101.83
10100 · BofA Checking	76,143.49
10400 · Vanguard Prudent Reserve Fund	120,484.81
10900 · Petty Cash-Rita	167.37
10901 · Petty Cash-Pamela	<u>286.16</u>

Total Checking/Savings 232,183.66

#### Accounts Receivable

11200 · Accounts Receivable	<u>1,190.87</u>
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Total Accounts Receivable 1,190.87

#### Other Current Assets

12000 · Undeposited Funds	50.00
12100 · Inventory Asset	47,888.88
12200 · Inventory Asset - San Diego, CA	3,603.23
13000 · Prepaid Expenses	<u>227.01</u>

Total Other Current Assets 51,769.12

Total Current Assets 285,143.65

### Fixed Assets

15000 · Buildings and Equipment	42,558.99
17100 · Accum Depreciation	<u>-31,244.00</u>

Total Fixed Assets 11,314.99

TOTAL ASSETS 296,458.64

## LIABILITIES & EQUITY

### Liabilities

#### Current Liabilities

##### Accounts Payable

20100 · Accounts Payable	<u>-696.10</u>
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Total Accounts Payable -696.10

##### Other Current Liabilities

25000 · Sales Tax Payable	<u>91.60</u>
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Total Other Current Liabilities 91.60

Total Current Liabilities -604.50

Total Liabilities -604.50

### Equity

32000 · Unrestricted Net Assets	194,208.72
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33000 · Unrealized Gain/Loss	22,891.55
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Net Income	<u>79,962.87</u>
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Total Equity 297,063.14

TOTAL LIABILITIES & EQUITY 296,458.64

## **Board Governance and Nominating Committee(BGNC)**

### **August 2012 Report**

Greetings Fellow S.L.A.A. Members,

During the ABM this year in San Diego, the BOT elected me to be the Chair of the BGNC. Having served on this committee for the last 15 months, I am grateful that I have an opportunity to be of service in this capacity. In the previous Conference year, the BGNC was focused on searching for effective candidates for the Board, and then creating documents that will help with the election process in the future.

The BGNC is the committee of the Board of Trustees (BOT) that focuses on the internal policies and procedures of the BOT to guide and nurture the Board's long-term effectiveness. We handle items that are related to the governance of the Board and the Board Committees. The BGNC serves as the recruiting arm of the BOT.

At the start of this conference year, the BGNC is composed of myself, Tom F., BOT member (the Chair of the BOT always sits on this Committee) and, there are also two non-BOT members: Garry K. of Ohio and Jay G. of Pennsylvania.

This year the BGNC will be focused on helping the Board Committees find willing, helpful, and diligent members, especially to fill the three open BOT terms with effective candidates who have the skill-sets that the Board need. To add to this important activity, we will also be focusing on orientation (of both non-BOT members of Board committees and Trustees) plus retention.

So please remember, the BGNC is seeking the names of S.L.A.A. members who are qualified to serve as non-BOT members on one of the BOT's three Committees. A brief application will be readily supplied. We're also interested in qualified S.L.A.A. members who would be willing to serve on the BOT – an application for that is also available. If you know of anyone please contact the BGNC at <http://www.slaafws.org/contact/bgnc>.

In humble Service to the Fellowship,

Rick B.

## Summary of Business Meeting Items Decisions for 2012 ABM

# of the Motion/IFD	Motion or IFD	Result of the Vote	Pass/Fail
12n01/12-01	<p><b>Motion:</b> Approve the 'Anorexia 1-2-3: Working the Program and not the Problem" text as Conference approved literature <b>(See Attachment 1)</b></p>	<b>34-0-4</b>	<b>Passed</b>
12n02/12-02	<p><b>Motion:</b> To approve the language of the S.L.A.A. draft 12 Concepts and adopt them as the S.L.A.A. 12 Concepts. The attached document includes the draft 12 Concepts <b>(See Attachment 2)</b></p>	<b>36-0-2</b>	<b>Passed</b>
12n03/12-03	<p><b>Item for Discussion:</b> The Conference Public Relations Committee would like feedback from the fellowship on their list of Outreach Dos, which are actions that Intergroups and lone groups can do for Public outreach. <b>(See Attachment 3)</b></p>	<b>IFD</b>	See minutes for summary of discussion
12n04/12-04	<p><b>Item for Discussion:</b> The Conference Diversity Committee (CDC) would like Conference feedback regarding a proposed S.L.A.A. Statement of Diversity. Specifically the CDC is interested in hearing feedback regarding the language of the statement, as well as possible uses for such a statement.</p> <p style="text-align: center;"><b>The S.L.A.A. Statement of Diversity</b></p> <p>Unity is the First Tradition of Sex and Love Addicts Anonymous, and there is unity in diversity. We have different beliefs, affiliations and backgrounds but we are one Fellowship.</p> <p>The S.L.A.A. Preamble states that we "find a common denominator in our obsessive/compulsive patterns." This is a core principle of our program of recovery: We are better together than alone.</p> <p>Our shared recovery provides a safe, secure and supportive space for all ages, appearances, races and ethnicities, genders and gender expressions and identities, sexualities and sexual orientations, family structures, abilities or disabilities, cultures and national origins, political beliefs and ideologies, religious tenets and spiritual preferences. Your legal, marital, socioeconomic or employment status are not the focal concern of S.L.A.A. Love and tolerance are our watchwords.</p> <p>There opens up a great unknown when we face the truth of our lives through S.L.A.A. You might say the extent to which we do not fully know ourselves is the extent to which we cannot really know others. Please hold a place of awareness for the unknown, which is one aspect of our diversity. How might our actions, words and thoughts impact our own or another's recovery? How can we be sensitive to others in S.L.A.A., or even develop compassion?</p> <p>We may come to surrender the subtle signs of intolerance specific to our program, such as harboring judgments about our own or another's sexual behavior and sobriety, or voicing personal bias regarding what is or is not attractive. Every sex and love addict or anorexic deserves the right to sustained, self-defined recovery in a supportive environment.</p> <p>At the meeting level, we might keep diversity in our mind and use respectful language instead of language that is divisive or that</p>	<b>IFD</b>	See minutes for summary of discussion.

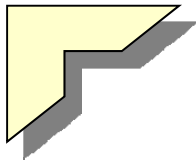
	<p>devalues any type of individual. We might set aside time in our meetings for newcomers to share.</p> <p>At the Fellowship-wide level, we can build bridges by considering the work we do from a world-wide perspective where foreign countries have different cultures, customs, laws and, languages, word meanings, even seasons. We support special accommodations to ensure global participation thereby fulfilling our Fifth Tradition in the utmost measure to reach the addicts and anorexics who still suffer.</p> <p>Together we affirm S.L.A.A. diversity as a source of daily strength that invites ever-greater outreach, perspective, healing, relatedness and unity.</p>		
12n05/12-05	<p><b>Motion:</b> The CDC asks the Conference to approve a revision of the 2<sup>nd</sup> sentence in the 4<sup>th</sup> paragraph in <i>The S.L.A.A. Preamble</i>.</p> <p><u>Current sentence:</u> "We find a common denominator in our obsessive/compulsive patters which renders any personal differences of sexual or gender orientation irrelevant."</p> <p><u>Proposed revision:</u> <b>with friendly amendment</b> "We find a common denominator in our obsessive/compulsive patterns, <b>which transcends</b> <del>respecting</del> any personal differences of sexual orientation and gender identity."</p>	31-2-6	Passed as amended
12n06/12-06	<p><b>Item For Discussion:</b> At the 2008 Annual Business Conference and Meeting (ABC/M) of <i>Sex and Love Addicts Anonymous</i>, the Conference unanimously approved the following motion:</p> <p><i>(Item 08n11) The hiring of professional writers and/or editors on a fee basis, to ensure prompt efficient handling of writing and editorial responsibilities for S.L.A.A. literature projects, is in accordance with the principles of S.L.A.A. and the group conscience of S.L.A.A. Fellowship. (Sponsored by the BOT)</i></p> <p>With this motion in place, the Board of Trustees realized the need to construct a process by which such literature would be requested by the Conference, writers and editors hired and the project completed. This attached proposal, initially drafted by the Writing Process Work Group within the Professional Literature Creation Task Force OF THE Board of Trustees in January of 2010 and further revised by the Board Public Relations Committee in May of 2012, outlines this very process.</p> <p>This proposal is inspired by the awareness that there are some large scale S.L.A.A. literature projects that, when staffed exclusively with volunteers, fall prey to incomplection – simply because the time demands that the manuscript development and refinement requires (years in some cases) is unsustainable for volunteers over time. Both the original Professional Literature Creation Task Force and the Board Public Relations Committee have sought to allow of participation of the Conference, the Conference Literature Committee, volunteer writers and the Board of Trustees in this process that calls upon the service of fee based writers and/or editors. Lastly, any existing or future literature project may still alternatively, use the existing Conference Literature Committee Flowchart Process as a viable means of creating S.L.A.A. literature (<b>See Attachment 4</b>)</p>	IFD	See minutes for summary of discussion

<b>12n07/12-07</b>	<b>Item for Discussion:</b> The Board Public Relations Committee (BPRC) would like the Conference to discuss whether S.L.A.A. shall continue to participate in or possibly host an upcoming Inter-Fellowship Forum (IFF).	<b>IFD</b>	See minutes for summary of discussion
<b>12n08/12-08</b>	<b>Item for Discussion:</b> Before submitting a bid to host the FWS ABM in the UK in the Autumn of 2014, we want to gauge and discuss the genuine level of interest and potential constraints that delegates envision with holding the ABM in the UK	<b>IFD</b>	See minutes for summary of discussion

### ABC/M Stats 2008-12 July 27, 2012 final

	<b>Jul-08</b>	<b>Jul-09</b>	<b>Aug-10</b>	<b>Jul-11</b>	<b>Jul-12</b>
<b>Voting Members</b>	<b>41</b>	<b>42</b>	<b>47</b>	<b>41</b>	<b>39</b>
<b>BOT</b>	6	6	5	6	6
<b>FWS staff*</b>	1	1	1	0	2*
<b>Journal editor</b>	1	1	0	1	1
<b>Delegates</b>	33	36	41	34	32
<b>New delegates</b>	<b>20</b>	<b>16</b>	<b>25</b>	<b>19</b>	<b>14</b>
<b>ABM Record keeper*</b>	1	1	1	1	1*
<b>CCC chair*</b>	1	1	1	1	1*
<b>Observers*</b>	2	2	2	4	4*
<b>Volunteer-LPC Chair*</b>				1	1*
<b>Total Participants</b>	<b>45</b>	<b>46</b>	<b>51</b>	<b>47</b>	<b>48</b>
*non-voting					
<b>Intergroups</b>	<b>21</b>	<b>25</b>	<b>23</b>	<b>24</b>	<b>19</b>
<b>California</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>12</b>	<b>12</b>
Los Angeles	4	3	4	4	4
San Francisco/EBay	2	3	3	3	4
San Diego	2	2	2	2	2
Sacramento	1	1	1	1	1
Santa Cruz	1	1	1	1	1
Orange County	1	1	0	1	0
<b>Florida</b>	<b>2</b>	<b>1</b>	<b>7</b>	<b>1</b>	<b>3</b>
Tampa Bay	2	0	2	1	3
South Florida	0	0	3	0	0
Palm Beach	0	1	2	0	0
<b>Texas</b>	<b>3</b>	<b>5</b>	<b>3</b>	<b>4</b>	<b>4</b>
Houston	2	3	2	2	2
Austin	1	1	0	1	1
Dallas/Fort Worth/N TX	0	1	1	1	1
<b>Canada</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>1</b>

Montreal	2	1	1	1	0
Toronto	1	1	0	0	1
<b>International</b>	<b>2</b>	<b>4</b>	<b>2</b>	<b>4</b>	<b>4</b>
German Speaking Countries	1	1	1	1	2
UK	1	1	0	2	2
France	0	1	0	0	0
Ireland	0	1	0	0	0
Poland	0	0	1	0	0
Sweden	0	0	0	1	0
<b>Other</b>	<b>9</b>	<b>12</b>	<b>15</b>	<b>11</b>	<b>7</b>
Chicagoland IL	2	2	2	1	0
New England MA	1	1	1	1	1
Northeast OH	1	1	1	1	1
Seattle WA	1	1	1	1	1
New York	1	1	2	2	2
Washington DC	1	0	0	0	0
Denver CO	1	0	0	0	0
Atlanta GA	1	0	0	0	0
Cincinnati OH	0	1	1	1	1
Greater Delaware Valley	0	2	2	1	1
Western PA	0	1	1	0	0
Tucson AZ	0	1	0	0	0
Central AZ	0	0	1	0	0
Oklahoma City	0	0	1	0	0
CT	0	0	2	2	0
Omaha NB	0	0	0	1	0
<b>Lone Groups</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>1</b>
Elizabethtown KY	1	1	1	0	0
Easier Softer Way FL	1	0	0	0	0
Raleigh NC	1	0	0	0	0
slaasupport@yahoogleroups	0	0	1	0	0
SLAAOnline@yahoo.com	0	0	0	1	1



## CONFERENCE COMMITTEE CORNER

### Journal Subscription Stats January-August 2012 **August 10, 2012**

<b>2012</b>	<b>Renewals Sent</b>	<b>Renewed</b>	<b>Store Orders</b>	<b>Mail Orders</b>	<b>Phone Orders</b>	<b>Total New Orders</b>	<b>Domestic Orders</b>	<b>Internatl Orders</b>	<b>New 1YR</b>	<b>New 2YR</b>	<b>Total Subscribers/ Total Ordered</b>	<b>Printing/ Mailing Costs</b>
<b>Issue 134 Jan/Feb</b>	18	12	14	4	2	20	18	2	13	7	219/245	\$896
<b>Issue 135 Mar/Apr</b>	14	4	14	6	2	22	20	2	15	7	222/245	\$907
<b>Issue 136 May/Jun</b>	21	7	18	13	0	31	30	1	21	10	224/245	\$929
<b>Issue 137 Jul/Aug</b>	31	7	14	8	3	25	22	3	18	7	217/320	\$868
<b>Totals</b>	<b>84</b>	<b>30</b>	<b>60</b>	<b>31</b>	<b>7</b>	<b>98</b>	<b>90</b>	<b>8</b>	<b>67</b>	<b>31</b>		<b>\$3,600</b>

## CONFERENCE CONCEPTS ADAPTATION COMMITTEE

After several years of discussion, the CCAC is happy to announce that we completed our initial task of adapting The Twelve Concepts for World Service to fit S.L.A.A. These were presented to the 2012 ABM in the form of a motion and approved by a great majority of the delegates in attendance.

Although there are reviews from the BOT, the attorneys, and Alcoholics Anonymous still to be made, these are now available for the use of S.L.A.A. We encourage all local groups and Intergroups to begin to use these and apply these principles for effective service leadership in their meetings.

Although we have completed our initial task, we will remain an active committee for the foreseeable future to see if there need to be minor modifications and adjustments made.

We are grateful for the support and encouragement which were received from the Fellowship. We are enclosing a copy of the Concepts in this issue of the FWS Newsletter.

In Service,

Garry K, CCAC Chair

## S.L.A.A. 12 CONCEPTS FOR WORLD SERVICE

©2012, The Augustine Fellowship Sex and Love Addicts Anonymous Fellowship-Wide Services, Inc.

1. Ultimate responsibility and authority for S.L.A.A. world services always reside in the collective conscience of our whole Fellowship.
2. The Annual Business Conference, by delegation, is the voice and conscience for our world services and of S.L.A.A. as a whole.
3. To insure effective leadership, each element of S.L.A.A. - the Conference, the Board of Trustees, staff, and committees - all possess the "Right of Decision."
4. The "Right of Participation" is maintained by allowing members the opportunity to cast one vote up to the level at which they are trusted servants.
5. The "Right of Appeal" prevails so that minority opinion is heard and personal grievances receive careful consideration.
6. The Conference recognizes that the chief initiative and active responsibility in most world service matters should be exercised by the trustee members of the Conference acting as the Board of Trustees.
7. The Articles of Incorporation and the By-Laws of the Fellowship are legal instruments, empowering the trustees to manage and conduct world service affairs. Although the Conference Charter is a legal document; it also relies on tradition and the power of the S.L.A.A. purse for final effectiveness.
8. The trustees are the principle planners and administrators of overall policy and finance. They have custodial oversight of the separately incorporated and constantly active services, including their ability to hire staff.
9. Good service leaders, together with sound and appropriate methods of choosing them, are at all levels indispensable for our future functioning and safety. The primary world service leadership must be assumed by the Board of Trustees.

10. Every service responsibility is matched by equal service authority – the scope of this authority is always well defined whether by tradition, by resolution, by specific job description or by appropriate charters and by-laws
11. The trustees need the best possible committees, staff, and consultants. Composition, qualifications, induction procedures, systems of rotation, and rights and duties are always matters of serious concern.
12. The Conference observes the spirit of S.L.A.A. Tradition,
  1. taking care that it never becomes the seat of perilous wealth or power;
  2. that sufficient operating funds and reserve be its prudent financial principle;
  3. that it place none of its members in a position of unqualified authority over others;
  4. that it reach all important decisions by discussion, vote, and, whenever possible, by substantial unanimity;
  5. that its actions never be personally punitive nor an incitement to public controversy;
  6. that it never perform acts of government, and that, like the Fellowship it serves, it will always remain democratic in thought and action.

### **Service Opportunity from the Conference Interfellowship Committee (CIFC)**

The Conference Interfellowship Committee (CIC), our vehicle to interact and share information with other 12-Step groups, has been recently reactivated. Through the CIFC, S.L.A.A. participates in the Interfellowship Forum, the forum of "S" and "Co-S" fellowships that manages the " 'S' recovery" web site. There may be additional opportunities to serve our members by way of interaction with other 12-Step fellowships. The CIFC seeks members of our fellowship to serve as committee members. Contact the CIFC through the "Connect with Conference Committees" link under "Group and Member Resources" at the S.L.A.A. home page.

### **CONFERENCE PRISON OUTREACH COMMITTEE**

The CPOC continues to provide support and recovery to the sex and love addicts who are within the prison systems. This is done through the pen pal program and providing literature that includes a copy of the Basic Text to those who request it. We do, from time to time, provide literature for Prison Chaplains to use as they work with those with sexual addictions.

At the 2012 ABM, we added several new members who are all active in the pen pal program. Among the new members were women who will be involved with a subcommittee which will provide information to those women who are incarcerated know about S.L.A.A. recovery. We are excited about this new opportunity because the female inmate population has been underserved for many years.

We continue our work on the Simple English version of the Twelve Steps and are nearing completion of the draft which will be forwarded to the CLC to go through their process.

We are also happy to announce that there is now an inmate-run meeting at the State Prison in Camp Hill, PA. This is the first of these meetings to be established by inmates in many years and they currently have 6 or 7 men who attend their weekly meetings. They would be happy to have some members from

the eastern area of Pennsylvania to write them and provide outside support. We have received some additional requests for Starter Kits from other prisons, so we are looking forward to this becoming more common.

Although we do not currently have a waiting list for pen pals, we could still use additional volunteers to help with this work due to the attrition within our volunteers.

If there are members of your local groups who are awaiting incarceration, please encourage them to contact the FWS office to receive support from the CPOC.

We are excited about the future and the continuing efforts in carrying the message to the sex and love addict who still suffers.

In Service,

Garry K, CPOC Chair

### **FWS Newsletter Submission Format**

It is very exciting to see how many of you are interested in submitting articles and reports to the FWS Newsletter. It is even more exciting to know the number of readers continues to grow. In order to maintain the integrity of the FWS Newsletter, I would like to encourage you to read and use the following guidelines when submitting articles and reports to the FWS Newsletter.

- ❖ Please use the email address created specifically for submissions to the FWS Newsletter, <http://slaafws.org/fwsnews-submit>
- ❖ Please make submissions in a .doc or .docx file, with the exception of flyers created for specific events or requests. Doing so helps the editor to make changes (usually for increased readability and continuity of print, minor grammatical errors) to the document.
- ❖ Please remember to maintain anonymity. Use First Name and Last Initial.
- ❖ Please follow the motion passed to place periods between the initials in our abridged name in any written material that is made public. It should look as such: S.L.A.A.
- ❖ Please submit your articles and reports in a timely fashion. In each edition of the FWS Newsletter, the deadlines are published.
- ❖ Please remember that the FWS Newsletter is not a recovery-oriented publication. It is not to be confused with the *Journal*, which publishes articles of recovery. All submissions must have the mission of the FWS Newsletter at its center, which is to publish items related to S.L.A.A. business, committee, office, and BOT news, and to share this information as widely as possible in order to keep all members, near and far, up-to-date with the business happenings of the Fellowship.

- ❖ The deadlines are:
  - November 11, 2012
  - February 10, 2013
  - May 12, 2013

If there are any concerns, questions, or comments re: the FWS Newsletter, you may contact the editor, Deb W., <http://slaafws.org/contact/newseditor>

Respectfully submitted, Deb W.