

**2013 GENERAL SERVICE CONFERENCE
OF CRYSTAL METH ANONYMOUS**

CONFERENCE REPORT



2013 General Services Conference of Crystal Meth Anonymous

Report of Conference Activities

The 2013 General Services Conference of Crystal Meth Anonymous (GSC) was held March 1-3, 2013, in Minneapolis, MN. A total of 53 voting members were registered for the Conference which included delegates from across the United States and Canada.

On March 1, 2013 the five Committees of the General Services Conference (Communication, Executive, Literature, Public Information, and Hospitals and Institutions) met all day to discuss their agenda items and prepare proposals. The reports from these Subcommittees are attached.

The General Services Conference Assembly began on March 2, 2013 and was called to order at 8:00 am by Chancy L., Mid-Atlantic Trustee and Chairwoman of the Board of Trustees. The meeting was opened with the Serenity Prayer, then the 12 Steps of CMA, the 12 Traditions of CMA, and the 12 Concepts for World Service. James C., Chairperson of the GSC, welcomed everyone and reviewed the GSC Assembly Procedures.

A quorum count found a total of 47 voting members present.

James C., GSC Chairperson called for a group conscience because the Conference Charter is unclear on whether votes from outside the US and Canada can be counted. The CMA fellowship has grown and there are now groups in other countries. As CMA continues to grow, representatives from those countries will need to be counted. We have representation from Australia at this conference and need to put in place something that allows that representative's vote to be counted at this conference.

A motion was made by Will H., Treasurer of the GSC to count Non-US and Canada votes at this conference and that motion was seconded by Jack I., Chair of Public Outreach and Information. The motion was approved unanimously and brought the number of voting members to 54.

History of CMA and Review of CMA Service Structure

Tom L. (past Chairman of the Board and current at-large Trustee and Archivist) from Phoenix, AZ gave a brief history of CMA. Tom then called Dale G., Chairperson of the Communication Subcommittee to give an update on the number of delegates attending. There are 29 delegates in attendance from 17 different US states and Canadian and Australian provinces. Fredric from Quebec, Canada and Peter from Sydney, Australia were called to give an update on what is going with CMA in Canada and Australia.

Tom L., Trustee and Archivist then presented an outline of the service structure which is given below, but much more detail can be found in the *CMA Service Manual* (available for download on the CMA website at www.crystalmeth.org).

- 1 **Groups.** The primary service responsibility of the group always is to carry the message to addicts who are still suffering. However, the group is also the foundation for the larger service structure of CMA. The financial support of the groups is what makes possible everything else we do.
- 2 **Intergroups.** Intergroups are *not* part of the CMA service structure. They are “groups of groups,” local in nature, that provide services to their groups such as meeting lists, literature caches, and phone lines. Most of these services require the spending of money, so Intergroups should be incorporated. They handle *business*, whereas the rest of the service structure handles spiritual matters.
- 3 **Districts.** The Districts are geographic or other subdivisions of Areas that allow for better communication from the Area Committee and Delegate to the Groups. Functionally, they are “groups of groups” that are part of the CMA service structure. Districts are primarily responsible for the spiritual needs of the fellowship. Districts should elect representatives to the Area Assemblies.
- 4 **Areas.** At present, Areas, correspond to each of the 50 United States, the District of Columbia, and each Province of Canada. The Charter allows the current Areas to be subdivided, but the General Services Conference must approve this action. The primary duties of the Areas are to elect delegates to the General Services Conference and to nominate members for regional trustee positions. They may do other things, but these are the minimum requirements.
- 5 **CMA General Service Committee.** CMA General Services Committee is a standing committee of the Board of Trustees, entrusted with the day-to-day functioning of CMA’s affairs.
- 6 **Crystal Meth Anonymous, Incorporated.** CMA, Inc., is the “business” part of CMA. It is incorporated as a 501(c)-3 non-profit in the state of California and handles the taxes, legal affairs, and finances for the fellowship. It also handles the day-to-day activities of CMA, such as maintaining the website and sending out chips. It is operated by the Board of Trustees.
- 7 **Board of Trustees.** The Board of Trustees is comprised of up to 24 total members: 2 members from nine regions, plus up to six at-large members. While the regional trustees must be addicts and members of CMA, non-addicts are eligible to be at-large trustees, allowing us to find specialists (such as a lawyer or accountant) to handle certain affairs. The Board has two standing committees: The Executive Committee and the General Services Committee (GSC). The Executive Committee primarily handles the legal affairs for the Board, while the GSC handles the day-to-day operations of CMA. The GSC’s Subcommittees (Literature, Hospitals and Institutions, Public Information and Outreach, Fulfillment, Financial, and Fellowship Communications) assist the GSC with the performance of its duties. While only Board members can be on the Executive

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Committee and GSC, any member of the fellowship willing to serve can be a member of a subcommittee.

**The GSC will work on creating region for Canada to enable them to nominate trustees.

Conference Subcommittee Reports

The summaries of each Conference Subcommittee report are provided below. The full Subcommittee reports are included as separate attachments.

Finance Subcommittee

Chip L., from Philadelphia, PA, Finance Subcommittee member was called to give the finance report. The Finance Subcommittee is looking to expand representation throughout the fellowship. Income currently comes from three sources.

1. Seventh tradition
2. Coin sales
3. Book sales

We currently have \$20,000 in “Prudent” Reserves. We hope to add another \$2500 this year. The upcoming years goals for the Finance Subcommittee are:

1. Encourage 7th Tradition contributions to GSC throughout the year from all regions in order to:
 - A. Grow the Prudent Reserve
 - B. Support the work of the GSC Subcommittees
 - C. Fund the 2014 World Conference
 - D. Support GSC ‘work sessions’
2. Continue to grow and develop Finance Subcommittee
3. Act as a resource for all CMA groups on financial matters

Hospitals & Institutions Subcommittee (H&I)

Richard G., H&I Chairperson, from San Diego and Brenda S., Co-Chair of H&I, from Minneapolis, MN were called to give the H&I Subcommittee report. The H&I Subcommittee has been working on the following strategic goals:

1. H&I has been working on an H&I Inmate pamphlet and wanted to have it ready for approval at 2013 Conference however, they did not foresee the scope of the work needed to achieve this goal. H&I now hopes to have the pamphlet ready for submission at the 2015 Conference. The H&I Subcommittee is asking delegates to put the word out to their groups requesting submissions from Crystal Meth Addicts who have been incarcerated and found recovery through the 12 steps. Submit stories along with a release form that can be downloaded from the Literature tab on the website. Please submit stories as soon as possible. H&I has chosen a title for the pamphlet, “Inside Looking Out: A Sober Cell”. The outline of the pamphlet is as follows:

- a. An Introduction to the CMA fellowship
 - b. The reading, "Am I a Tweaker?"
 - c. Tools to use on the inside
 - d. Personal stories of experience and hope
 - e. Things to consider (series of open-ended questions)
2. Collaborate with the Public Information and Outreach Committee.
 3. Reach out to areas not participating in H & I.
 4. Standardize the inmate response template.

H & I is looking to fill the following positions:

1. Secretary
2. Treasurer
3. West Coast Jail Liaison
4. East Coast Jail Liaison
5. Literature Liaison
6. Public Information and Outreach Liaison

Communications Subcommittee

Dale G., Communications Chairperson from Los Angeles was called to give the Communications report. The Communications Subcommittee had their first conference break-out session this year. They initiated and finished an entire website upgrade. They created a YouTube channel for posting public service announcements. Dale G. then called Pete S., Communications Host Master to explain the website upgrade and the features.

Going forward, Communications will work on:

1. New Meeting Packets.
 - A. Updates to the existing packet
 - B. Increasing the number of meeting formats that new meetings can download to include, Topic Meetings, Literature Meetings, Open Discussion Meetings, Beginner Meetings, Steps 1-3, Step and Tradition Meetings, and Speaker and Discussion Meetings.
 - C. Creating a "Start a New Meeting" Portal
2. Identifying liaisons for each of CMA's subcommittees from Communications. We want to help each subcommittee utilize the dynamic possibilities of the **www.crystalmeth.org** website.
3. Facilitating the needs of two way communications between Committees/Subcommittees and the Areas (through their Delegates).

After a lunch break, the CMA General Service conference reconvened and was called to order at 1:45 pm by Chancy L. A quorum count was taken with 49 voting members present.

Executive Committee

Chancy L., Chairwoman of the Board of Trustees was called to give the Executive Committee report. The Executive Committee had two orders of business for the 2013 Conference.

1. Step change proposal
2. Edits to the Service Manual

Some of the background was given on the step change proposal.

The Executive Committee took on the issue of the Step Change proposal, dating back to the 2008 World Service Conference in Park City, Utah. By way of background, one of the Trustees presented a motion at the 2008 Conference to the Floor Motions Committee to change four of the Steps. The proposed changes are as follows:

- Motion 1: Change Step 1 to read as follows: “We admitted we were powerless of crystal meth – that our lives had become unmanageable.
- Motion 2: Change Step 3 to read as follows: “Made a decision to turn our will and our lives over to the care of God as we understood Him.”
- Motion 3: Change Step 7 to read as follows: “Humbly asked Him to remove our shortcomings.”
- Motion 4: Change Step 12 to read as follows: “Having had a spiritual awakening as the result of these Steps, we tried to carry this message to addicts, and to practice these principles in all our affairs.”

For reference, the CMA Steps currently read as follows:

Step 1: “We admitted that we were powerless over crystal meth and our lives had become unmanageable. “

Step 3: “Made a decision to turn our will and our lives over to the care of a God of our understanding.”

Step 7: “Humbly asked God to remove our shortcomings.”

Step 12: “Having had a spiritual awakening as a result of these steps, we tried to carry this message to crystal meth addicts, and to practice these principles in all of our affairs.”

Because the Conference Charter specifies that changes to the Steps can only be approved by a three-quarters vote of all registered groups, the Floor Motions Committee determined that the Conference did not have the authority to make these changes. Furthermore, there was (at the time) no mechanism for polling the groups. Because 75% of the *responding* groups would constitute a recommendation to change the Steps, it is imperative that we give all groups an opportunity to weigh in. The GSC has since been attempting to follow through with the process of helping the groups make an informed group conscience on whether we should change the steps. The two issues for the GSC to decide today are: 1) Is the document sufficient to send to the groups so they can make an informed group conscience?; and 2) Does this conference feel like the step change proposal still merits sending to the groups.

Clarification was made regarding what exactly the GSC is being asked to decide. At the 2012 conference, it was decided that the information that would be presented to the groups needed to be more balanced, so it was sent back to committee and worked on. Chancy discussed the changes that were accepted by the committee.

The Executive Committee is now recommending that the documents be presented as amended to the conference for review and possible acceptance. The question presented to the Conference is “Does the Conference believe the documents as presented merit being sent to all registered groups?”

A motion was made by Rick B., Trustee and was seconded by David H., N.Y. Delegate to stop the step change proposal now.

There was considerable discussion about what the conference was actually being asked to do.

Tom L., Trustee and Archivist was called to give a better history of the step change proposal.

A discussion followed with points to consider. What is in the best interest of the fellowship: to continue with a process that polls to the groups, or to end the step change proposal now? There's concern about the cost in time and money if we send the issue to the groups. Does polling the groups improve or challenge the unity of the fellowship? An informed group conscience is not a divisive process. It's how we arrive at the right decisions. It is not fair to burden the delegates of this GSC with making this decision. The groups did not ask to have this debate, it was a GSC member. Sending the issue to the groups serves an educational purpose. Concern was raised however, about the credibility of the GSC if it stops this process now.

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Jack I., Chairman of PI&O made a motion to call the question to end discussion on the motion to stop the step change proposal now. Mike K. seconded the motion. The motion passed unanimously. A vote was then taken on the motion to stop the step change proposal now made by Rick B., Trustee and seconded by David H., N.Y. Delegate. The motion did not pass. The vote was 25 in favor and 27 against.

Mike K., Trustee made a motion to accept the step change explanation packet as amended and that motion was seconded by Bobby S., Los Angeles.

There was discussion on this motion.

Rick B., Trustee made a motion to call the question to accept the step change explanation packet as amended. That motion was seconded by Aaron M., Delegate from Denver, Colorado. The motion passed with 53 votes.

A vote was then taken to accept the step change explanation packet as amended. That motion passed with 45 in favor and 9 opposed.

During the minority report, deep concerns were raised over calling the question before everyone had an opportunity to be heard and Tom L., Trustee made a request that a motion be made to reopen the discussion. Mike K., Trustee made a motion to reconsider the motion to call the question to accept the step change explanation packet as amended. That motion was seconded by Richard G., H&I Chair.

The motion to reconsider the motion to call the question to accept the step change explanation packet as amended passed with 36 votes in favor and 14 opposed. This re-opened the discussion on the motion to accept the step change explanation packet as amended. After further discussion, a vote was taken to accept the step change explanation packet as amended. This motion passed with a vote of 52 in favor and 2 opposed.

A motion was made by Mikey J., Delegate from Orlando, FL, to use the accepted step change explanation packet and poll the groups regarding the step change proposal. Richard G., San Diego seconded the motion. There was discussion on the motion. A vote was then taken on the motion to poll the groups regarding the step change proposal. The motion passed as a Conference Recommendation with a vote of 30 in favor and 24 opposed.

John T., NY made a motion that if the GSC undertakes polling of the groups, it should be done as one slate not five separate issues on which to vote, meaning that the vote the groups would make would be either for or against the step changes, not on each individual change.

Carol, Delegate from Arizona seconded the motion. A discussion took place regarding whether the groups should vote on the step change proposal as one slate or 5 separate slates. Following this discussion, a vote was taken on the motion that

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if the GSC undertakes polling of the groups, it should be received as one slate not five separate votes. The motion passed as a Conference Advisory with a vote of 42 in favor and 9 opposed.

Chancy L, Chairperson continued with the Executive Committee report discussing the edits to the Manual for World Service. The edits can be found in the executive committee report in the appendices. The committee then asked for the GSC to give permission to post the changes to the Manual for World Service on the website.

Jack I., Chairperson, PI&O made a motion to allow the changes to the Manual for World Service to be posted on the website while the Executive Committee continues to work on the manual. The motion was seconded by David H., Delegate NY. A vote was taken on the motion and the motion passed with 51 in favor and 3 opposed.

Literature

Scott L., Chairperson of the Literature Subcommittee was called to give the Literature Subcommittee report. The advisory group works on literature and takes it to the GSC for approval. The GSC can give interim approval, while only the General Service Conference can bestow conference approval. Interim approval allows literature to be posted on the website to be able to get feedback. Conference approval comes when the Conference votes on the document to make it an official document.

The following are items the Literature Subcommittee are currently working on:

1. **What About Meditation?** has interim approval for placement on the website and the committee wants to use it a little while longer for more feedback before seeking final conference approval.
2. **Sober Toolkit**, has not been presented for approval. The Subcommittee has decided to break this up into multiple documents and will continue to work on it before submitting it to the GSC for approval.
3. **There Is Hope**, is being presented for interim approval. The Subcommittee is seeking interim approval. The edits were presented.
4. **I Can Stay Sober**, has interim approval for use on the website. There was a suggestion to create a "We" version. There was discussion on the suggestion.

The discussion was tabled and the conference was adjourned for the day.

The conference was reconvened and called to order on Sunday March 3, 2013 at 8:00am by Chancy L., Chairman of the Board of Trustees. A quorum count was taken with 41 voting members present.

The conference was opened with the Serenity Prayer, The Twelve Steps, The Twelve Traditions and the Twelve Concepts.

The discussion continued regarding creating a “We” version of the “**I Can Stay Sober**”.

Will T., Trustee, made a motion that “I Can Stay Sober” be Conference Approved with a notation at the bottom stating that the groups are free to change it to a “We” version if they choose to. Walt W., Trustee from Colorado, seconded the motion. A vote was then taken and the motion passed with a vote of 46 in favor and 1 opposed. The minority report expressed concern that the note at the bottom allowing groups to use a “We” version dilutes the power of the original document.

5. **Today I Can**, currently has interim approval and the Literature Subcommittee is seeking Conference Approval.

Dale G., Chairperson of Communications, made a motion that the “Today I Can” pamphlet be Conference Approved. Richard G., Chair of H&I seconded the motion. A vote was taken and the motion passed unanimously with a vote of 51 in favor.

6. **Sex And Sobriety**, is being submitted by the Literature Subcommittee to the GSC for comments. There was discussion about the pamphlet. Some of the comments made during the discussion are as follows:
 - A. Some felt that this is a very strong topic and that we should get this published.
 - B. Some felt that this topic is very important but this pamphlet isn’t the way to do it. It dictates behavior, it glorifies sex, and it deals with outside issues such as sex addiction. First person stories might be the better way to address this topic.
 - C. Some felt the pamphlet doesn’t reach a broad enough spectrum of our fellowship and that it targets the gay community more so than the straight community.

Will H. made a motion to table the discussion and hold a sharing session on it next year. Karl B. delegate from Canada seconded the motion. A vote was taken and the motion passed with a vote of 43 in favor.

The Literature Subcommittee is asking for story submissions from as many members as possible on any topics related to their recovery. There is a need particularly for submissions from women on their stories of recovery through working the twelve steps.

The Literature Subcommittee has a secretary position that is coming open and needs to be filled.

Public Information and Outreach (PI&O)

Jack I., Chairperson of PI&O was called to give the PI&O Subcommittee report. The Public Service Announcement (PSA) "There Is A Solution" which was published on YouTube was played for the conference. It was published on December 13, 2012 and has been viewed 1169 times in 80 days.

There is now a toll free line in place and will be replacing the "213" legacy number. The toll free number is (855) METH FREE or (855) 638-4373. PI&O is looking for additional volunteers to help with the phone line and training will be provided. In addition, any areas that do not currently have lines in place but are planning on getting them are welcome to participate in training.

PI&O is in the very early stage of developing a PI&O workbook. The purpose of the PI&O Workbook is to create and maintain a living scalable collection of any and all documents that may be relevant to PI&O work at all levels of service. This information will eventually be published on the CMA website.

PI&O is looking to create a workshop tool to assist Areas, Districts, and Groups facilitate a conversation regarding the Fellowship's understanding and direction regarding our concept of "Anonymity". The topics for Discussion:

1. Anonymity at the level of the individual
2. Anonymity at the level of the group/fellowship
3. Anonymity at the level of social media

PI&O is working on the membership surveys. They have received about 200 surveys back so far. Once they have all been received, the next step will be to draft a report and submit it to the GSC for approval. At that point, the findings will be distributed in whatever manner the Subcommittee and the GSC decide.

Trustee Nominations

Trustee nominations were discussed on day two of the Assembly, March 3, 2013. In accordance with the Charter, the Areas within each Region make nominations for regional trustees. The delegates from that Region then select the final nominees for each Regional Trustee to present to the full Conference for a vote; upon a two-thirds vote of approval, the nominee will be considered selected for membership on the Board of Trustees. The final step in the process is their formal election to the Board of Directors at their next annual meeting, the Board being obligated by Tradition to do so. The term of each Trustee begins at the first meeting of the General Services Committee after the annual Board meeting.

The first Trustee nomination was Dan S., from the Great Lakes Region. His nomination was approved with a vote of 50 in favor and 3 opposed.

The second Trustee nomination was Danny T., from the Southeast Region. This nomination was approved with a vote of 51 in favor and none opposed.

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The following are open Trustee positions:

1. Southwest Region (1 vacant position)
2. Northwest Region (1 vacant position)
3. Northeast Region (2 vacant positions)
4. Mid-Atlantic Region (1 vacant position)
5. Mid-Central Region (2 vacant positions)

The following are Trustee positions coming open in the next year:

1. Southeast Region (1 vacant position)
2. At Large Trustee (1 vacant position)

The following Trustee positions will expire in 2014:

1. At Large Trustee (3 vacant positions)
2. Mid-South Region (1 vacant position)
3. Great Lakes Region (1 vacant position)

Chancy L. called the 2013 General Service Conference to a close at 10:15 on Sunday, March 3, 2013. The 2014 General Service Conference will take place in Washington, DC. Please keep updated on next year's conference at www.crystalmeth.org.

Appendix B: Hotels and Institutions Subcommittee Report

**Hospitals and Institutions Subcommittee
Agenda Items
March 1, 2013**

- I. Call to order & Serenity Prayer
8:20am
- II. H&I Purpose and 12 Traditions
- III. Introductions and Role call
- IV. Breakout session with Public Information & Outreach Committee
- V. Reviewing the progress preview of 2012 Strategic Plan
 1. Discussion about the H&I Meeting Packet
As of today we have done nothing on this packet and this goal was not met, therefore we will be discussing it later in the agenda.
 2. Collaborating with the PI&O committee has been done.
 3. Determining H&I Regions that are not represented was not met.
 4. Compiling institutional and correctional facility response has not been completed, but is part of the joint effort between PI&O.
 5. Area & Regional News letter has not been completed.
 6. Standard inmate response. East and West Coast Jail Liaisons will be meeting today to discuss this and it should be completed.
 7. H&I Forms and standardized outreach has not been completed, but is also part of a joint effort between PI&O.
 8. Inmate institution packets, is completed
 9. H&I Inmate booklet. Still has not been completed. Committee still wanting to move forward with creating this document.

In conclusion, the committee is going to start

- VI. H&I Inmate Pamphlet
Committee would like to move forward with a pamphlet similar to that of Alcoholics Anonymous, "It Sure Beats Sitting In A Cell", "AA In Correctional Facilities", "AA in Treatment Facilities", and a story book, "Inmate To Inmate".

Committee has not been able to manage getting these into play. Suggestion is that maybe we can agree on a working title and that maybe that will allow for committee to move forward with obtaining stories for a book of personal stories.

H&I Would like to have a tab created on the CMA main website to allow for submissions to be sent in by people who have been incarcerated that have been successful in getting and staying sober.

Much discussion about collecting stories.

Working titles for stories:

- “Getting Out Alive”
- “Unchained Freedom”
- “Recovery On The Inside”
- “A Sober Cell”
- “Inside Looking Out: A Sober Cell”

Purpose of us doing this is to show the inmates that there are people out there that have been there done that and sobriety can be obtained.

Carl from Toronto motions that choose a name for the jail pamphlet, and Toby from DC 2nd it. Vote is unanimous.

Chris from Las Vegas motions that we chose the working title “Inside Looking Out: A Sober Cell” Jeff F from NY 2^{nds}.

Discussion on the working title

Vote is unanimous and “Inside Looking Out: A Sober Cell” will be the working title for the pamphlet.

Discussion of preliminary outline for H&I Inmate book/pamphlet

- a.i.1. Introduction to CMA fellowship
- a.i.2. Are You A Tweaker
- a.i.3. Tools to use on the Inside
- a.i.4. Personal Experience & Hope
- a.i.5. Transition & Tools On The Outside
- a.i.6. Things To Consider (Series of open ended questions)
- a.i.7. 12 Steps of CMA

VII. H&I Meeting Format

Review of Format, Carl motions that we move on.

VIII. NEW BUSINESS

Yvonne would like to know if there would be any ways to have 20-30 minute speaker tapes recorded so that maybe we could send or have chair people take these into the jails and institutions for inmates and patients to hear. Most speaker tapes are sometimes too long which doesn't allow for these people to hear the whole message.

Discussion of how to get various facilities to

San Diego made contact with the person who handles all meetings going into the jails, and his comment was we have AA and NA, why would we want CMA?

H&I meetings are not like that of an open meeting. We need to "raise the bar" as far as our conduct and how we present ourselves.

Member of the committee asked what the requirements are to be badge to go into a facility or a drug treatment center. It really all depends on the state and the area that you are in and also that of the facility in which you are going in.

OLD BUSINESS

2013 Strategic Plan:

- Pamphlet
- Joint effort between Hospitals & Institutions and PI&O
- Request for downloadable library

2013 Elections

The committee is looking to fill the following positions. All nominees are to be submitted no later than May 15, 2013.

- Secretary
- Treasurer
- West Coast Jail Liaison
- East Coast Jail Liaison
- Literature Liaison
- Public Information and Outreach Liaison

ADJOURNMENT

3:23 pm Yvonne motions to close, Carl 2nds

Meeting closed with the "WE" version of the serenity prayer.

APPENDIX C: COMMUNICATIONS REPORT

CRYSTAL METH ANONYMOUS
2013 WORLD CONFERENCE
Minneapolis, MN
March 1st, 2013

COMMUNICATIONS REPORT

Per the guidelines provided, this Conference report includes:

- I. Agenda
- II. Arguments for and against each agenda discussed
- III. Final decisions made, including vote counts for and against
- IV. Any minority reports
- V. Steps for further actions
- VI. Appendix- Minutes

I. Agenda

1. Website Review

- a.) What is working..
- b.) What could be working better...
 - 1) What can we do to make crystalmeth.org an even better resource for the addict who is still suffering without a solution.
 - 2) New Content
 - 3) New Functionality
- c.) Helping the other subcommittees carry the message via the website.

2. Communications Update

- a.) Keeping the channel open
 - 1) Reaching meetings that do not have a service structure.
 - 2) Helping meetings to stay current.
 - a.) Automated messages for meeting contacts?
Providing a way for our Delegates to stay connected.
- b.) Are we on track to administer the step change proposal?

3. New Meeting Packet

- a.) Review of the packet as it stands now.
 - I. The introduction
 - II. The Format
 - III. The Reading (The 12 Steps and How They Work)
- b.) Review of submitted Formats
- c.) Creating a "Start a New Meeting" Portal

I. Arguments for and against each agenda item discussed.

WEBSITE REVIEW: General discussion and overview. No motions were made.

COMMUNICATIONS UPDATE: General discussion and overview. No motions were made.

NEW MEETING PACKET: General discussion on the “Start a CMA Meeting” packet. No motions were made.

II. Final Decisions Made.

WEBSITE REVIEW:

The website was made simpler and easier to use. A new Google map was developed that presents all of the areas which we have delegate representation and all of the places where meetings are held. Suggestions were made to create new content based on current literature that will flesh out the tabs “For the Public” “Is CMA for Me?” “For the Fellowship” Posting pamphlets strategically throughout for those who might be looking for more information. We will fix the incompatibility with iPad in regards to the literature “View” function.

COMMUNICATIONS UPDATE:

There will now be communication liaison between communications and all of the subcommittees (including the conference committee.) The liaison would be on the conference calls, and helps the committees set up and manage their tabs on the website. Inform the committees that they now have the ability to add things to the website. We will be working on updating our contacts with meetings. Mining the store data to see if it can help us reestablish contacts with meetings that have no contacts. We will be updating the Change/Update meeting form to be more user friendly. We will be creating a log in portal for local meeting registrars who can log on and change their local meeting information.

NEW MEETING PACKET:

The Group edited the Start a New Meeting Packet. Several changes made the text easier to read and took out references to using AA and NA literature since we now have literature and readings of our own.

The Group edited the “12 Steps and How it Works” but then decided to just have a pared down “12 Steps” reading, and leave editing “12 Steps and How it Works” for later.

Group decided to add 6 different templates to the “New Meeting” portal to start off with.

1. General Speaker Share.
2. Open Discussion.
3. Literature Meeting.
4. Topic Meeting.
5. Beginners Meeting.
6. Steps/Traditions Meeting.

We will be creating a new meeting portal to facilitate helping those who are starting new meetings. They can choose a meeting format, readings, and information about the service structure.

III. Minority Reports - NONE

IV. Steps for Further Action

WEBSITE REVIEW:

- Fix iPad Incompatibilities
- Create new content based on current literature
- Upload Literature Checklist for meetings to use
- Find a dynamic way to assist the Helpline Volunteers

COMMUNICATIONS UPDATE:

- Mine our store data to see if we can update meeting contacts
- Create a new portal for local registrars to change meeting information
- Prepare for the upcoming Step Change Vote by updating all meeting info
- Create a "Developing a Service Structure" Pamphlet

NEW MEETING PACKET:

- 6 New meeting formats
- "New Meeting Portal" to download formats and readings

V. Appendix- Minutes

CMA Communications Subcommittee Conference Report 2013 CMA General Service Conference, Minneapolis, MN Communications Breakout Working session, March 1, 2013

Meeting opened at 8:10am.

I. Agenda

1. Website Review
2. Communications Update
3. New Meeting Packet

Following serenity prayer, we went around the room and introduced ourselves, present were:

Conor M. - New York Delegate
Pete S. - Webmaster
Walt W. - Southwest Regional Trustee
Dale G. Chairperson
Trish M. - Georgia Delegate
Justin S. - Colorado Delegate
Mark W. - Washington DC Delegate
Mike K. - Pacific Regional Trustee
David K. - Northwest Regional Trustee
Vernon M - Chicago Mentor

II. Discussion of the Agenda Items

Item I. Website Review.

Due to a number of functionality problems, an increasing number of bad links and old information as well as a general failure of old software, it became apparent that we needed to upgrade the website. The problems that were encountered on the website: The search wasn't working. The website needed a new server. We needed to consolidate the website structure. We needed to upgrade the version of Joomla that we were using. Because of these types of inadequacies, another fellowships

website was hacked from overseas. In order to avoid this kind of disaster we decided to create a new website from scratch.

We embarked on a complete upgrade. The new technology was out and was all stable. We created a sub-domain and duplicated the site with the new site structure and modified old content. We completed the upgrade and transfer to the new site at accost of less than \$600. Now we can find hackers quickly and fix problems as they arise. There are new features (i.e. Shopping cart) available on the website. There is a mobile device version of our website now. It does not work on EVERY platform, but it's good about 90% of the time. The store is not mobile accessible yet. For \$59 we can buy the license for the template for the mobile compatible website.

Dale G. discussed how the structure of the website had lost its cohesiveness. It lost its flow. We had the opportunity to redesign it. Make it simpler. The documents are now grouped in a cohesive way. The meeting search is easier now. It is a lot more user friendly. (I.e. the meeting listings have google maps for the meetings.) What could work better? There is always room for improvement. How do we create a site that speaks to the user who is still suffering and also speak to the person who has recovery who is looking to get more connected to the fellowship.

We also have to appeal to treatment professionals who can bring CMA into their treatment facilities. Our website also reaches out to the Family and friends of addicts. The CMA contact listings are a lot better. We have contacts for all the local districts. We now list the websites for the districts that have them.

PI&O can use this feature to help with calls to the national hotline. One of the big problems is that if we don't have a contact of some kind for a large geographic area, then the Hotline volunteer can't refer someone who might be in say Kansas who is looking for some CMA contact. We possibly could create a 12 step list for areas that have limited meetings and/or contacts.

New website content: Dale G. brought up the need to develop content for future needs and functionality. Right now, PI&O has a static page. We could really help PI&O do their job around the country. Different districts can share information possibly. 1,065 different cities have hit the website from around the world.

Problem: When people call the hotline, how can we hook them up with a meeting/people in their area? The Gmail email addresses are being maintained.

The meeting list system is built as an indexing application. It can only be modified to a certain level. It would not make the website clean. Possibly down the road this can be done. He suggests we can provide the local Webmaster an update link to their meetings.

Trish M. brought up another suggestion: a PDF of the brochures, or a listing of the brochures.

Dale G. informed us that someone has already come up with that idea. They are working on compiling a checklist (i.e. Literate checklist.) for meetings.

Dale G. brought up the section on the website; "Is CMA for me?" All we have is a letter for anyone new to CMA. It needs an update. This could be flushed out, we could add personal stories of fellows first experiences with CMA. We can utilize literature that is already being used.

"For the Public"- How can we create a content rich area for the public. We are hoping that treatment professionals will use us as a resource. Mark W. commented that this was the first section, as an addict, he checked out on the website. On there now, "A Letter for Friends & Family." It's taken from the AA literature. Justin S. brought up the idea of posting some of our pamphlets in this section. Family/friends might be interested to know what CMA is about (i.e. Sponsorship, literature.)

Media: CMA history of service and Anonymity in the Meeting. Justin noticed that in the beginning of the Anonymity of CMA Members there is a typo: C.M.A should just be CMA.

One limitation with our contact lists are that when people have registered their meetings, the contact information becomes old and we never hear whether that meeting is still current. We have about 80 meetings that have no contact information whatsoever. Dale G. sent a list to Mike of meetings that have not responded to the survey or any request for contact. Mike mailed out about 80 different envelopes to the address that we had for those meetings. All we had to go on was the meeting location. We sent a letter to that address (church or alano club) to see if it gets to the meeting leader. He put the CMA address as the return address. Maybe we will get some responses. We may not get an accurate representation of "Who is there" but we will get an accurate representation of "who is NOT there" if our letters are returned.

We also created a Google map that has all of our states that are covered by delegates and the locations of the meetings. The survey- what percentage of meetings are we covering and what percentage are we not getting to. 82-83% of meetings we could get to. This will help us understand what meetings we can reach for future fellowship wide communications such as the step change vote.

Fellowship: The link it's self says "fellowship." We are hoping that newcomers will be directed towards "Is CMA for Me?" and people already familiar with meetings are directed to "Fellowship."

CMA Service Documents.

Trish M. asked the question; what is the point of having a "View" and a "Download" buttons. And why do we have "agree" to view documents. The smallest amount of clicks for the user is best. We want to take down as many barriers as we can while still protecting ourselves.

Mark W. informs the group that you can only "download" on the mobile version, but you cannot "view" it. This is a glitch we need to fix for Ipad.

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Dale G. brought up the topic of having a “Communications Liaison” to work with the Conference committee. Someone who is on the communications committee and also on the conference committee who can communicate with all members who are attending the conference (not just the delegates.) Walt W. volunteers for the position. Walt W. suggests that we grow our committee this year. As we get bigger, we can cross-pollinate into the other sub-committees. “How can we assist other committees.”? How do we help the other committees manage their committee?

Liaisons:

Literature: David H. (NY delegate) and Mike K (Trustee Las Vegas)

Mike K. wants us to define what the responsibilities of the liaisons in the communication committee would be.

Dale G. says that the liaison would be on the conference calls, and helps the committees set up and manage their tabs on the website. Inform the committees that they now have the ability to add things to the website.

Mike K. asks the question: Can we communicate with the individual who changes or starts a new meeting? Pete S. says that on the CMA website when someone starts a new meeting, they must log in and give email. This way we can stay connected with the person who started the meeting.

Dale G. wants us to make everything more user friendly. When someone wants to change or add a meeting, it needs to be a simpler process.

David K. asks the question: Who is going to train the new people in this committee to perform the tasks that need to be done?

(10 min break)

Meeting resumed at 10:30am.

Mike K. asks the question “Why is our website such a plain jane?”

Dale G. confirms that the website is meant to look like a professional and safe place. The purpose of the updates were to make sure the mechanics of the site were working perfectly first. After this is achieved, we can change the template of the site and change the look. We could put the template change up to a vote in the future.
Communications Update:

Dale G. brought up discussion about how we communicate with the meetings and districts. He showed a map that outlines what meetings we have contact with and what areas are dark. Keeping the channel open. We need to reach the meetings that do not have a service structure (red dots on the map.) Yellow dots mean there are no meetings in that area. Blue dots have a contact person that can communicate with us. Blue states have delegates. There are meetings that have not listed themselves on the World website, so we are not sure how many exist. We need to add a new section on the site “How to get connected to World.” How can we

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encourage fellows to reach out to neighboring areas? Mike K. feels we should take it upon ourselves to become ambassadors. Mike K has sent out a letter to the meetings that we have no contacts. There are several databases. Some meetings have an address of location, a date and time and nothing else. We are now just waiting for responses from these meetings.

Mike K read the letter to group.

David K asked the question if anyone has cross-checked contacts with literature purchases to help facilitate communication with unrepresented areas. David K volunteers to take on that duty. Vernon M volunteers to coordinate with David K to store/filter a database of fellows who have ordered literature.

Dale G. suggests that we make a "Developing Service Structure" Pamphlet. Areas need to scale their service structure to their individual area. Areas need help to start their own service structure. John S suggests that the benefits of starting a service structure should be included. Mike K. volunteers to be on this sub-committee that is going to assemble the new "Developing Service Structure" packet.

Dale G asks the question; How can the website serve those who are starting meetings and districts? Pete S. suggests making a "Service Portal." How can we get the communication going with areas/districts who do not have a delegate?

Helping meetings stay current:

Walt W. volunteers to simplify the form on how to list or modify your meeting. Trish M suggests that we have to meet both the computer technicians' needs and the user-friendly person's needs. Pete S and Vernon M agree to work together to create a link on the website that says, "Update a Meeting" that will then give you a dropdown list of the meetings in the area. After the new information is entered it will be sent to the registrar to publish the changes. Helping meetings get updated quickly. Each region could have their own registrar who can handle meeting changes within one week.

Providing a way for delegates to stay current. Dale G suggests to put a Delegate portal on the website. Justin S. asks the question about a Facebook presence. The group decides it is better left alone.

Meeting adjourned for lunch at 12:00pm.

Meeting opened again at 1:35pm.

After lunch the discussion geared towards the New Meeting Packet. The committee reviewed the introduction of the packet- "Starting a CMA Meeting." Discussion about instead of using a New Meeting Packet we will develop a "Start a New Meeting" portal. We want to develop many different formats for people to chose different types of meetings.

Rick B. suggested that we have a “rotating meeting” format for all meetings. He makes the point that most meetings hold on to “old baggage” and do not want to change, the meetings are always the same. He thinks that changing the meetings regularly would be good for the meetings. Each meeting leader would have the decision of choosing the readings and format. We need to offer alternatives for each group. Dale G. says that the consistency of the meetings is what makes the meetings safe and secure for the newcomer. We will give each group the choice to choose the format.

David K. brings up the point that if we start suggesting “change”, that all the meetings might feel pressured to do this. The most important person in the room is the newcomer.

Dale G. informs the group that we want to have examples of literature meetings, question & answer meetings, speaker meetings, topic meetings, etc... In a generic meeting format “This meeting has a business meeting ____, at business meetings we discuss such things as purchasing new items, changing the format, etc...”

Mike K has a suggestion- In the new meeting packet page if we start with a topic like “We have options” it will give the reader a state of mind that he/she has options. He would like to see us include a “1st Step Meeting.”

The committee did a full read-thru of the Introduction packet. Mike K. suggested changing the word “but” to “and” in the first sentence.

In the second paragraph, after the sentence “There are a wide variety of types of meetings”, this is a great place to put an introduction to the new portal with the different types of meetings. Also have a link for the more timid fellows who do not know exactly how to go about starting a new meeting.

In the third paragraph in the “Type of Meetings” section we should add an alternate type of meeting after “God Stick” such as “Salad Spinner” to include a different name for the same meeting.

Under the Commitments section we should include the word “secretary” alongside the “Chairperson.”

Next paragraph, CyrstalMethAnonymous.com should be changed to .org. We can also suggest that there may changes in the meeting format in this section.

Under the “Readings and Prayers” section, suggestion to say that Big-Book of AA is “a” source not “the” source. Delete the sentence “if you use these we suggest reading only one or two...” This is too instructional and we want meetings to make their own decisions on how the meeting is run.

“Chips and Lit” section delete the sentence “But we encourage meetings with limited funds to postpone buying chips...” It’s telling the group how to run themselves. Each group will decide for themselves what to spend their money on.

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David H. made the suggestion was made not to mention AA or NA literature at all.

(15 minute break)

Meeting resumed at 3:30pm.

Discussion started off with a review of the Sample CMA Meeting Format that has been used for a while. Group discussed the pros/cons of using the term “drug-driven sex.”

Question of discussion: Do we want to instruct them have readings or not. Group decided to do both. There will be one version where there a no readings and one version where a selection of readings can be chosen.

Pete S. will experiment with making different PDF's of different meeting types and trying it out to see if it works.

Suggestion was made to remove the suggestion of readings from AA Big Book or other fellowships readings.

“The Twelve Steps and How They Work” needs to be reviewed and edited. Do we keep what is there and edit it or just scratch the entire thing and just keep the 12 steps. The current version is basically copied from the NA literature. The group decided to just keep the 12 steps portion and get rid of “how they work” section.

David H. made the suggestion to keep the “What about Alcohol” portion in every “What is CMA” reading. Trish M. read the current version of “What is CMA” that is up on the website.

Dale G. suggests that the sentence “CMA is a fellowship of men and women” should change to “a fellowship of people.” It will go along with the preamble.

Meeting Types:

Beginners Speaker Meeting (Steps 1,2,3)

Step Meeting (Literature)*

Speaker Discussion.

Sex in Sobriety.

Literature Meeting (Rotates between meditation, Crystal Clear, Expressions of Hope)

Round-robin discussion.

HIV-topic.

Anniversary Meeting

11th Step Meeting.

Promises Meeting.*

Open-sharing.

Leader/Chair picks the share.

Relapse Prevention.

Ask it-Basket. (Question & Answer)

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*Steer clear of literature from other fellowships for topics of CMA meetings.

A read-thru of Sample Formats included:

Philly CMA Format- an example of a meeting that meets on multiple days.

Mike K. suggests that we provide a list of different formats with short descriptions and then links to those formats.

Our short-term goal is to make a limit of 5/6 different templates to start off with. We can add to this as we go. They will include:

1. General Speaker Share. (Dale G. will create template)
2. Open Discussion. (readings and right into sharing-no speaker) (Mike K.)
3. Literature Meeting. (Mark W.)
4. Topic Meeting. (will provide a list of different topics.) (Trish M.)
5. Beginners Meeting (Steps 1, 2, 3) (Trish M.)
6. Steps/Traditions Meeting. (Vernon M.)

Before we throw this up on the website we will have to present this to the GSE.

Next conference call will be on March 24th, at 10am pacific time. March 17th (one week prior) the formats or the templates should be emailed to Walt W.

Closure with the serenity prayer.

Meeting adjourned at 6:23pm.

Appendix D: EXECUTIVE COMMITTEE REPORT

**Crystal Meth Anonymous
2013 General Service Conference
Executive Conference Committee Report**

I. Agenda

On March 1st, 2013, The Executive Conference Committee of the CMA General Service Conference met in Minneapolis, Minnesota. The committee had two agenda items for discussion:

1. Step Change Proposal and
2. Service Manual Edits

In attendance were:

Chancy L., Trustee, Mid-Atlantic
Doug B., At-large Trustee
Carol T., Delegate, Arizona
Peter, Delegate, Australia
Fredric, Delegate, Canada
James C., Trustee, Southeast
Mark M., Conference Subcommittee, California
Freddie D., Conference Subcommittee, California
John T., At-large Trustee
Stacey, Delegate, Minnesota
Dan S., Illinois
David H., North Carolina
Tom L., At-large Trustee

II. Arguments for and against/Final Decision made, including vote counts

The first item discussed was the Step Change proposal. The topic was introduced, and a member gave an extensive history of the genesis of this issue, and how we have been developing processes by which the issue could be brought to the groups, if the GSC is so instructed.

In 2012 the General Service Conference had instructed the GSC to revise the arguments for and against the proposal, and the GSC had submitted revised documents, and now these were discussed.

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Carol T. (Delegate, Arizona) motioned to remove the sentences “Do the proposed changes in the gender of steps 3, 7 and 11 make sense in light of the resentment and damage they would cause to please a small contingent of our fellowship? Obviously not,” from the ‘against’ argument. John T. (At-large Trustee) seconded the motion. The motion passed unanimously.

John T. (At-Large Trustee) motioned that we remove the word “all” from the sentence, “Our purpose is to help the newcomer achieve recovery by introducing them to a spiritual solution that will solve *all* their problems, not to impose on them a particular concept of G-d.”

The revised sentence would read, “Our purpose is to help the newcomer achieve recovery by introducing them to a spiritual solution that will solve their problem, not to impose on them a particular concept of G-d.” Motion was seconded by James C. (Trustee, Southeast). The motion passed unanimously.

James C. (Trustee, Southeast) motioned that we ask the Conference, if the GSC is instructed to poll the groups, to present these motions as a slate, rather than have voting on each individual motion. Stacy (Delegate, Minnesota) seconded the motion. A vigorous debate ensued on whether this committee should be making recommendations to the Conference, or simply present options to the Conference in the form of a report.

James C. (Trustee, Southeast) called the question, but this failed with a vote of 4 in favor, 5 against, and 1 abstention, and so debate continued.

After continued debate, James C. (Trustee, Southeast) withdrew the original motion.

Tom L. (At-large Trustee) motioned that “This Committee is recommending that we present the documents as amended to the Conference for their review and possible acceptance.” James C (Trustee, Southeast) seconded the motion. This motion passed unanimously.

James C. (Trustee, Southeast) asked for a non-binding sense of the group as to whether we should suggest to the Conference that this committee recommends, if the GSC is instructed to poll the groups, to present these motions as a slate, rather than have voting on each individual motion. The group conscience was evenly divided.

At this point, the Committee moved on to discuss the Service Manual. It was explained that because the Service Manual is a “living” document, as the fellowship grows, periodic edits to the Service Manual may be required.

Five main subjects in the Service Manual were discussed:

1. Additional Area Delegate

At its Annual Meeting in June, 2012, the Board of Trustees voted and approved an additional Area Delegate to the General Service (World) Conference by each Area. Two Area Delegates will allow for better voting representation.

Edits were included to describe this change.

2. Voting on the Approval of new Trustees at the General Service (World) Conference

Currently, the Service Manual has a section entitled "Trustee Selection at the Regional Assembly." However, this section's final paragraph speaks to the final voting and selection process at the Conference, not the Regional Assembly.

Edits were included to clarify this section by creating a new section entitled "Trustee Selection at the General Service Conference."

3. Duties and Responsibilities of a Board Trustee

While the Service Manual currently has a section entitled "What are the qualifications for members of the Board of Trustees" which includes generalities of the duties and responsibilities of a Trustee, the language needs clarification.

Edits were included to speak directly to the requirements of the position once elected to the Board of Trustees, including participation in monthly conference calls and joining one of the Board's ad hoc subcommittees.

4. Inclusion of Charter in Service Manual

The Charter is referenced many times in the Service Manual but is not included. Inclusion may help members understand the mechanics of World Service.

The Charter was included as an Appendix to the Service Manual.

5. Canadian Provinces/Areas

While the Charter includes the Canadian Provinces as Areas, this is not included in the Service Manual. As our Fellowship grows and includes more people, this needs clarification.

Edits were included to revise the Area Assembly section of the Service Manual to include Canadian Provinces.

A complete copy of the Service Manual with all edits highlighted for easy reference is attached.

Finally, a lively discussion took place regarding the use of the word "World" when referring to the GSC, the General Service Conference, etc. It was discussed that, as we have grown a lot internationally, it is no longer accurate and is in fact quite misleading.

Mark M., (Conference Subcommittee, California) motioned that we strike the term "World Services" from the Service Manual. James C. (Trustee, Southeast) offered a friendly amendment to change "CMA World Services" to "Crystal Meth Anonymous,

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Incorporated.” The amendment was accepted, but there was no second for the motion and so it failed.

It was pointed out that to be consistent with the Conference Charter, we should be referring to the Conference as the (North American Section of the) General Service Conference.

James C. (Trustee, Southeast) motioned that, instead of CMA World Services, we use lowercase letters CMA world services except when referring to the CMA World Service Conference which, in the future, may bring together all worldwide sections of the General Service Conferences. Doug B. (At-large Trustee) seconded the motion. The motion passed 9 in favor, 0 opposed, and 1 abstention.

Appendix A: Service Manual with Revisions Highlighted

Crystal Meth Anonymous[®]

**Manual for
World Service**

®

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Introduction

"Having had a spiritual awakening as a result of these steps, we tried to carry this message to crystal meth addicts, and to practice these principles in all of our affairs." -- Step 12

"Our common welfare should come first. Personal recovery depends on CMA unity." -- Tradition 1

"Final responsibility and ultimate authority for CMA world services should always reside in the collective conscience of the Fellowship of CMA as a whole." -- Concept 1

A guide to CMA's world services...

Crystal Meth Anonymous is a relatively young fellowship--and is growing rapidly. The first meeting of CMA took place **nearly 20 years** ~~just fifteen years~~ prior to this writing, and today over 500 meetings serve recovering addicts from small towns to large cities. (Should we say something here about international involvement?) Our service structure is still evolving and maturing. The First World Conference, in 2008, advised the Board of Trustees to develop this manual as a way to help unify the fellowship in "carrying the message," and, thus, to help the fellowship with its natural and inevitable growing pains.

Service work is an important part of how we carry the message to those in need of recovery. Our work in service ensures that when someone is in need there **is** ~~will be~~ a phone number to call, a meeting list or website available, a news piece that accurately reflects what we do in CMA, a brochure to answer questions, a meeting to attend, or a chip to encourage.

While our groups are autonomous, it is our service work and structure that helps make the spiritual program of recovery widely available to any who may seek it. Service work benefits all of us in the fellowship. It benefits the newcomer and it rewards

those who choose to do service. For many of us, service work is a joy and an integral part of our own personal recovery.

This manual provides a general description of the various elements and structure of CMA world service; it does not, and is not intended, to cover all aspects of service available in CMA. It is intended to offer guidance and support for the unity and growth of the fellowship, not as a list of edicts and rules.

Like our personal recoveries, this manual is a work in progress -- just as we are never "done" in our recoveries, this manual ~~will~~ **continues to** evolve over time as our structure grows and matures.

CMA - A History of Service

The Beginning

In 1994, the founder of CMA--Bill C., a recovering crystal meth addict 16 years sober in A.A.--observed a growing number of other crystal meth addicts attending various twelve-step meetings in Los Angeles. Bill recalled that many of the secretaries of these meetings did not like the shares of the crystal meth addicts and were therefore reluctant to call on them in meetings. Bill maintained that there ought to be a place for these people to share.

Though the program of recovery as outlined in the Twelve Steps would clearly work for crystal meth addicts, the other meetings' singleness of purpose meant that many who exclusively used crystal felt uncomfortable participating fully in these meetings and fellowships. Bill believed that these people would benefit from a special-purpose meeting for those recovering from addiction to crystal meth. From this idea the fellowship of Crystal Meth Anonymous was born.

Attended by 13 people, the first meeting of Crystal Meth Anonymous was held September 16th, 1994, @ 9:45 pm at the West Hollywood Alcohol and Drug Center in West Hollywood, California. The speaker at that meeting was Don N. (who, by no coincidence, returned as the keynote speaker fourteen years later at CMA's first General Services Conference at Park City, Utah **in 2008**).

Many of those original members who attended that first meeting--Nina, Eli, Pete, Michael, Rick and others--are still clean and sober and remain active in the fellowship as of this **writing** (to be consistent) ~~printing~~. Members of that meeting quickly started other meetings, and within a few months there were meetings daily in Los Angeles.

The early CMA meetings based their readings and program of recovery on that of AA and also of NA. Members of the fellowship worked the Steps, referring to literature and materials borrowed

from AA, NA and CA (shouldn't we spell these out?). To this day such diversity has endured in the fellowship nationwide, as members refer to the experience embodied in the literature of other fellowships for guidance on working a program of recovery.

Members of CMA in Los Angeles started meetings in San Francisco and San Diego. Meetings also sprang up in Salt Lake City, New York City and Phoenix in 1998. By 2001, CMA meetings had begun in Atlanta, Georgia, **Washington, DC** and soon thereafter meetings followed in many other parts of the country.

Crystal Meth Anonymous, Inc.

In 1997, the seven Los Angeles meetings formed a committee and began the process of legal incorporation as a California nonprofit corporation. Aware that these seven meetings could not claim spiritual authority to speak on behalf of the meetings developing throughout the country, they called this committee the General Services Committee (GSC), rather than world services. They also developed a new-meeting packet to help people start CMA meetings in other parts of the country. Initially sent via postal mail upon a written or phoned request, then made available for online download the fellowship began to grow explosively.

In 2002, the IRS extended tax exempt status to Crystal Meth Anonymous, Inc., as a 501(c)3 public benefit corporation. With the recognition of CMA's non-profit status, the original general services group in Los Angeles began seeking ways to open the collective voice of the Fellowship to participation from groups worldwide. An advisory committee formed (the "Structural Reorganization Committee") to study the service structures of other Fellowships, contact groups around the country for their input, and eventually propose that CMA's bylaws be changed and a new service structure be developed.

In an effort to align CMA's GSC with the diversity and reach of the Fellowship, a complete revision of CMA's bylaws began in 2004, culminating in ratification in February 2006. Significantly, these bylaws endowed CMA with a Board of Trustees comprised of members of the Fellowship from around the country.

The Fellowship of CMA Grows

In October of 2008, nearly 200 Delegates, Trustees, committee members and members of the fellowship gathered in Park City, Utah, for the first General Service Conference. A Conference Charter was ratified. The 12 Concepts for CMA World Service were adopted. Many issues were brought to discussion, and many found resolution. One memorable example follows:

For the past few years a discussion existed: "Is CMA a fellowship or a program?" At the first General Service Conference, the following statement was adopted; *"The Fellowship of Crystal Meth Anonymous works a Twelve Step program of recovery. We have not felt the need to elaborate in great detail a specific CMA approach to the Twelve Steps: too many other excellent outlines already exist for following these spiritual principles. But our experience has shown that without the Steps we could not stay sober."*

As of the writing of this manual, the General Service web site (<http://www.crystalmeth.org>) lists approximately 500 meetings. This includes meetings in 41 states (including the District of Columbia) as well as Canada and Australia. (Update?)

The "Structure" of Crystal Meth Anonymous

"CMA, as such, ought never be organized; but we may create service boards or committees directly responsible to those they serve." (Tradition Nine)

Crystal Meth Anonymous exists with a foot in two worlds: It is primarily a spiritual entity concerned with carrying the message of recovery, but it is also an incorporated, non-profit organization which must comply with state and federal laws. Our service structure is designed to balance these two roles while expressing the group conscience of the Fellowship of Crystal Meth Anonymous.

The sections below describe the *projected* structure of CMA. While not every part of the country has the members and resources to fully flesh out this structure, this outline of the service structure is presented as a goal towards which the Fellowship may strive. Service positions, Districts, and Intergroups should be formed as they are needed by the local Fellowship, not in a rush simply to "match" what is in the Service Manual. In situations where there is a discrepancy between the local service structure and the service structure outlined in the Service Manual, it is hoped that this manual will serve as a guide for growth. When disagreements arise, remember that "our common welfare should come first; personal recovery depends on CMA unity."

What do we mean by "never be organized?"

Crystal Meth Anonymous exists primarily as a spiritual entity, a loose association of groups whose primary purpose is to carry the CMA message to addicts who still suffer. These groups operate autonomously. There are no commands or edicts from CMA world services; rather, the groups direct the work of CMA throughout the service

structure. Therefore, CMA is not organized in the same sense as a corporation or government.

However, this statement does not imply that CMA is *unorganized*. The activities of CMA world services are designed to support the work of the groups in carrying the message, including publication of literature, maintaining the CMA website, handling media requests, and organizing the annual General Services Conference. By necessity, these activities require Crystal Meth Anonymous, Inc. to maintain bank accounts, file taxes, and provide an accounting of financial transactions to the fellowship; some organizational structure is necessary, both to comply with applicable laws of the United States and other governmental agencies, and also to provide accurate reports of world service activities to the fellowship. A description of this organizational structure and the process by which it is maintained is outlined in this Service Manual.

What are the principles under which CMA is structured?

CMA exists to carry the message of recovery, and as such the member groups are the spiritual source of our decision-making process. Unlike most corporations, governments and political parties, CMA is not "directed" by officers or elected representatives, rather our organizational power flows from the member groups. Our structure is described as an inverted one, in which the groups provide spiritual guidance to the General Services Conference and Board of Trustees via the Districts and Area assemblies.

How does information flow in CMA?

This diagram illustrates the flow of information from the groups "down" to the General Services Conference and the Board of Trustees, with each element of the service structure connected with other elements by a specific trusted servant. It is important to note that while the Board of Trustees is a part of the General Services Conference (see "The General Services Conference"), the Board is responsible for implementing the Conference's advisory actions. Specific chapters in the Service Manual

describe each part of the diagram and their specific relationship to other parts of the service structure.

Also of importance is the fact that information can also flow "up" from the Trustees and the Conference to the groups. For example, groups may be asked to provide feedback on a specific issue important to the fellowship as a whole, but even routine business and activities should be reported back to the groups so that they are able to make informed decisions.

Where does the Intergroup fit in?

As CMA began to spread across the United States, clusters of meetings emerged in the larger cities. Groups in and around these cities joined together to provide services common to all the local groups. Early on, these groups of groups in different places across the country called themselves by different names. Some called themselves "Areas," some called themselves "Districts," others called themselves "Intergroups," regardless of the actual function that they served. One of the purposes of this manual is to assist these groups in identifying what functions they serve and what needs are to be met by their activities. Later in this manual, the functions of the District and Area are described and their role in the service structure of CMA defined. It is important to note that Intergroups exist outside the service structure of CMA and function solely to provide services to local groups.

In some places, these groups of groups were for many years the only link between different groups.

Nevertheless, Intergroups are primarily local, so as CMA grew it became necessary to develop a service structure to meet the needs of CMA as a whole. The service structure outlined in this manual is the primary means of linking groups across the country so that the voice of the

Fellowship can be used to direct the Board of Trustees in the day-to-day management of CMA affairs. This service structure does not replace the Intergroups in any way, as the Intergroups continue to provide important services to local groups.

Intergroups may provide meeting lists and websites to help newcomers and visitors find meetings, maintain an inventory of chips for the local groups to purchase, and/or sponsor local events to solidify the unity of the local CMA fellowship. All of these are services vital to the smooth functioning of a local CMA fellowship's quest to 'carry the message'.

In some ways, Intergroups are similar to a local District, in that they both meet needs for local CMA groups. The difference, however, is that Districts exist *primarily* to connect local groups to the CMA general service structure; Intergroups exist primarily to provide services to the local groups that form them. Districts should also remain small enough to facilitate communication among its constituent groups, but Intergroups may become as large as necessary to include as many groups as desired. Finally, Districts are part of the structure of CMA world services, but Intergroups remain autonomous entities within the CMA fellowship.

How are decisions made in CMA?

Tradition Four states that each group should be autonomous, except in matters affecting other groups or CMA as a whole. Thus, matters affecting only an individual group are decided by the members of that group. In general, this principle applies throughout our service structure, so matters that affect only an individual District or Area are decided by the member groups via their General Service Representative.

To deal with issues that affect CMA as a whole, the fellowship has created several service elements, each assigned with certain responsibilities and endowed with sufficient authority. Collectively known as "world services",

these elements include the Conference (which holds final responsibility and ultimate authority) as well as the the Board of Trustees and its committees and subcommittees (which act to resolve such issues on a day-to-day basis).

Occasionally situations arise which require the consultation of the fellowship in its entirety, such as **proposed** changes to the Twelve Steps or Twelve Traditions (which require a written vote of each group individually). More often, ordinary day-to-day operating decisions can be made by the authority vested in the Board while other broader decisions affecting the whole of CMA are made by the General Services Conference, acting as the effective voice of the entire fellowship.

Sometimes these issues are controversial. When decided in haste based on "majority rule," there is always the risk that a substantial proportion of the fellowship will feel alienated, **risking** ~~and we risk~~ schisms that could destroy the unity of CMA. Therefore, before a decision is made, it is imperative that consensus be sought. Though we strive for unanimity in all cases, the Conference may direct the Trustees by an advisory action with a two-thirds vote. When this "substantial unanimity" cannot be reached, further discussions take place until consensus is reached. We aim not to bend opposing viewpoints to our will, but rather to seek compromise and common ground wherever possible.

Finally, determining whether issues affect CMA as a whole is often not an easy task. It may sometimes help to ask ourselves whether an observer would view our actions as affecting only our group, or ~~as reflecting on~~ CMA as a whole? Carrying this thought further, it may even be necessary to seek an outside opinion.

The CMA Group and the GSR

What is a CMA Group?

For most of us, our first connection with CMA was at a meeting of Crystal Meth Anonymous. A meeting usually takes place at a specific time and place where two or more addicts come together for the purpose of recovery. In contrast to a meeting, a CMA group is a spiritual entity that exists beyond the specific time and place of the meeting for the purpose of carrying the message to the addict who still suffers. Regular meetings are encouraged to list their meeting time and place on local and national meeting lists. Groups are encouraged to register with CMA world services and elect service representatives to the Area assembly.

Whenever two or more crystal meth addicts come together for the purpose of recovery they can form a CMA group-- providing that, as a group, they have no other affiliation. Each group's primary purpose should be to carry the message to the addict who still suffers. By Tradition, each group is autonomous, conducting itself as its members see fit, provided that its actions do not impact other groups or the CMA Fellowship as a whole. **The Board** ~~CMA~~ does not govern individual meetings, instead it **relies** ~~relying~~ upon the spiritual principles outlined in our 12 Traditions and 12 Concepts to guide each group's actions.

What is a business meeting?

Most groups hold regularly scheduled business meetings where group members discuss the use of their Seventh Tradition, elect service positions, discuss H & I issues and communicate with their General Service Representative (GSR) about what is happening throughout the Fellowship. Groups also make donations from their Seventh Tradition to their Districts/Intergroups, Areas, and CMA world services. Without financial support from the groups, our service structure would not be able to operate.

How can I be of service to my group?

Nearly every group needs people to make the coffee, set up the chairs, and read the Steps or Traditions. As the meetings grow, they may elect service positions responsible for the smooth operation of the meeting. These positions may have differing names and/or responsibilities from group to group -- one meeting may have only a secretary or chairperson while another may have both. Furthermore, responsibilities for these positions may differ from one group to another. Depending on the responsibilities of the position, a group may choose to have a sobriety requirement for persons holding certain positions.

Here are a few examples of service positions at the group level:

- Secretary
- Chairperson
- Treasurer
- Setup
- Greeter
- Coffee/refreshments
- Chips
- Literature
- Sponsor/phone list coordinator
- Cleanup
- General Service Representative (GSR)

Since the groups are autonomous, they can choose which positions they need and what any requirements should be.

What is a General Service Representative (GSR)?

The GSR is an elected member of the group who provides a link between the home group and the rest of the Fellowship. They are responsible for carrying the group's voice to the District meetings and Area assemblies; reporting back to the group what is happening within the Fellowship. The GSR participates in the the decision-

making at the District and Area, casting their vote when needed. This dialogue provides the conduit for an informed group conscience throughout our service structure.

Duties

- Attends their group meetings regularly, including all business meetings.
- Attends all District meetings and Area assemblies
- Maintains close contact with the group's District Committee Member (DCM) and keeps up-to-date on issues which affect their group and their District.
- Makes regular reports to their home group on District and Area activities.
- Collects the thoughts and opinions of their group and carries the voice of the group to the DCM, District, and Area assembly.
- Encourages the group to provide financial support to the District, Area, and CMA world services.
- Learn as much as possible about the CMA service structure, familiarizing themselves with available information related to service (including this service manual).
- Encourage group members to become involved in CMA service.

Qualifications

- The GSR should have one year of continuous sobriety.
- The GSR should have the time, availability, and willingness to attend District and Area meetings and to fulfill the other responsibilities of the position.

Term and Election Procedures

The GSR is elected for a two-year term, usually timed to run concurrently with the DCM and Area committee members. Qualified individuals are nominated by group members then elected by the group. Once a GSR is chosen, the Area committee should be notified. Also, the group registration information at CMA world services should be updated

to maintain up-to-date contact information for the group.

The Alternate GSR

Groups may also elect an alternate GSR to fulfill the responsibilities of the GSR when they cannot attend District or Area meetings. The alternate GSR should have the same qualifications and duties as the GSR.

The CMA District and District Committee Member

What is a CMA District?

Whenever groups that share a particular geographic, language, or other similarity decide to group themselves together, they may choose to form a District. There is no set size for Districts. Importantly, Districts may be geographic, with groups clustered closely together, or they may be based on other factors, such as language; in either instance, groups should create Districts as necessary to facilitate effective communication. Ideally, a District is small enough to make it relatively easy for the groups within the district to communicate with each other and for the District Committee Member (DCM) to be able to physically attend all the meetings in their District.

What do Districts do?

The main function of a District is to assist with the flow of information between local groups and the Area assembly. The district is principally a tool for communication, a venue for groups to share information and discuss issues affecting them locally. This communication is always a two-way process.

While not an essential District function, many Districts also provide services to their local groups such as maintaining meeting lists, phone lines, and chip/literature inventories.

Whether or not these services are provided by the District is a decision to be made by the District's constituent groups. However, in some cases these services are already provided by a local Intergroup, so it may not be necessary for the District to assume these responsibilities.

District meetings are attended by the GSR from each of the District's groups. They should be held as frequently as necessary to effectively handle District business. To conduct these meetings, Districts elect trusted servants,

primarily a District Committee Member (DCM), who chairs the District meetings and also serves on the Area Committee. Districts may also elect an alternate DCM, secretary, and/or treasurer, as needed. Additionally, Districts may also form committees to handle public information, web site communications, and/or outreach to hospitals and institutions.

What is the District Committee Member?

In addition to chairing meetings of the District, the DCM serves on the Area committee and therefore provides an important link between the group GSR's and the Area Delegate. The GSR's share their group's thoughts and opinions with the DCM, who then carries that message to the Area committee and delegate. Likewise, the GSR also takes information from the Area committee back to their groups for discussion. Because these discussions are necessary to arrive at consensus to matters affecting CMA as a whole, Districts should be made small to allow for each voice to be heard.

Duties

- Attends the district meetings and area assemblies; if they cannot attend a district meeting, they arrange for the alternate DCM to attend.
- Stays in touch with the GSRs in their district and receives reports from them.
- Holds regular meetings of all GSRs in the district.
- Facilitates communication between the groups in the district and the Conference Delegate.
- Assists the delegate in obtaining group information in time to meet Conference deadlines for group registration.
- Keeps GSRs informed about Conference activities, including setting up opportunities for the delegate's Conference report, occasionally making the Conference report if the delegate cannot be present, and inviting the delegate to regular district meetings.
- Makes sure that GSRs are acquainted with *The CMA Service Manual*, *The Twelve Concepts for World Service*, the *GSO bulletin*

PMB 555, workbooks and guidelines from World Services, and any other service materials.

- Helps GSRs make reports to the groups, and encourages them to bring new CMA members to service events.
- Keeps groups informed about availability and development of new Conference-approved literature.
- Helps organize workshops and/or sharing sessions on service activities.
- Maintains close communication with the Area delegate, keeping the delegate apprised of District activities and discussions.
- Regularly attends meetings of groups in the District to inform them of District and Area activities, and encourages individuals to get involved in CMA service.

Qualifications

- The DCM should have at least 1 year of continuous sobriety.
- The DCM should have held the position of GSR.
- The DCM should have the time and energy to serve the district well.

Term, Eligibility, and Election Procedures

The DCMs serve for a term of two years. The DCM should have previously served as GSR, so they are familiar with how their district operates. The DCMs are elected by a two-thirds majority, through written ballot.

Alternate DCMs

The alternate DCM serves as a backup in case the DCM must miss a district meeting, cannot attend to their duties on a short-term basis, if they resign, or if the DCM becomes ineligible to serve. The alternate DCM is usually elected at the same time and in the same manner as the DCM. The alternate attends meetings and participates even when their services are not required, so they will be familiar with the district's service issues and business should they have to step in.

District Formation and Redistricting

Groups sharing a particular geographic, language, or other similarity may decide to group themselves together to form a District; it is up to the groups to decide when they are ready to take this step. It is also up to each group's conscience, as to which District, if any, to belong.

Likewise, as Districts grow, they may decide to divide themselves into smaller Districts to facilitate communication and discussion. New Districts may elect trusted servants and perform whatever service functions they deem necessary. However, because formation of new Districts can affect the voting representation at the Area level, new Districts must be recognized by the Area assembly in order for DCMs to vote on the Area committee and at the assembly.

The CMA Area and Area Assembly

What is a CMA Area?

An Area is the state/provincewide service structure that provides communication among groups and districts within the state/province. The member groups within the Area should elect an Area committee responsible for coordinating the Area's service activities. The Area committee also provides the fundamental mechanism for channeling the collective conscience of the groups to the General Service Conference. Area committees are able to form subcommittees that provide services to the groups and assist them in fulfilling their primary purpose.

The principal function of the Area Committee is to hold an Area Assembly, during which the groups elect a Conference Delegate to attend the annual General Service Conference, carrying the voice and the vote of the groups to CMA's General Service Conference. Additionally, when a Regional Trustee position becomes vacant on the Board of Trustees, each Area within that Region may submit one nominee to the Regional Assembly.

The Area Assembly

The Assembly provides a conduit for communication between the member groups and CMA's General Service Conference. For this reason, all groups within a particular Area are encouraged to participate in their Assembly.

Every two year, the Assembly meets for the purpose of electing a Delegate to the General Services Conference. The voting members of the assembly consist of the General Services Representatives (GSRs) from each group in the area, plus the Area committee. Each voting member gets one vote at the assembly.

~~Although Area Assemblies are only required to meet once every two years, they should generally meet more~~

~~frequently. The purpose of meeting more frequently is to set up a two-way flow of information.~~ The groups in the Area share their thoughts and concerns with their Delegates, each of whom who acts as the voice of the Area at the Conference, then the Delegates carry information from the Conference back to the groups. This flow of information is vital to the unity of our fellowship, as it is the primary mechanism of communication between the groups in different Areas. Therefore, it is critical that groups, via their GSRs, participate as fully as possible in the Area Assemblies.

Elections at the Area Assembly

As in all levels of our service structure, the Area Assembly should strive to elect the most qualified individuals for each position. In order to avoid personality contests, it is suggested that the following procedure be used whenever possible: Members of the Area committee, including the Delegates to the Conference, should be elected by written ballot without personal nomination. Qualified individuals are asked whether they wish to stand for each open position, then written ballots are cast by the voting members of the assembly. Because substantial unanimity is always desirable, a standard of two-thirds majority is recommended for elected positions.

The Area Delegates

~~Every two years, Area Assemblies meet to elect a new Delegates to the Conference. These~~ The Area Assembly elects up to two Delegates to staggered two year terms. These Delegates are the primary conduit for information between the groups within their Area to the Conference and back. All Delegates are expected to attend the annual Conference assembly held each spring at rotating sites throughout the CMA fellowship. Additionally, these Delegates will be the primary contacts persons for the dissemination of information from the Board of Trustees to the groups.

Ultimately, each Area determines the requirements for their Delegates as well as the method of nomination. However, because of the responsibilities inherent in this position, it is strongly suggested a Delegate have at least (2) two years of continuous sobriety, as well as experience with service work at the local and Area level.

Each Delegate shall serve for a period of two years, ~~with Area assemblies staggered so that half of the Area's Conference Delegates rotate in/out of the Conference each year.~~ with each Delegate's term staggered so that each Area has one delegate serving the first year of their term and one delegate serving in the second year of their term. The Delegates should be elected prior to the spring Conference assembly with time to familiarize themselves with the agenda items and to solicit thoughts from the groups. Therefore, these elections would typically take place in the fall.

If a vacancy occurs during the course of a Delegate's term, that vacancy may be filled by an Alternate Delegate, elected in the same manner (and typically at the same time) as the Delegate. The Alternate Delegate would be expected to participate in all Area activities in order to become familiar with the groups' thoughts and concerns, just as the Delegate would.

The Area Committee

The Area Committee consists of the District committee members, the officers of the Area Committee and the Area Delegate. Depending on the size of the Area, the officers may include the Chair, Co-Chair, Secretary, Treasurer, other officers, and various subcommittee chairs. Other Areas may only have two or three of these positions. Larger Areas, however, may consist of many positions – especially if they require subcommittees for Public Information, Hospitals & Institutions, etc. To insure a spirit of rotation, each member of the Area committee should serve a term of two years.

The duties of the Area Committee members are as follows:

- Chairperson -- The chairperson is responsible for calling to order and presiding over the Area Assembly. Additionally, they are primarily responsible for communication of Assembly matters to the groups.
- Secretary -- the secretary records minutes at Assembly meetings and distributes them to the groups. They are also responsible for maintaining a list of all registered groups in the Area, though some larger Areas may assign this task to an Area registrar.
- Treasurer -- The treasurer is responsible for handling the financial affairs of the Area, which includes preparing budgets, keeping the Area treasury, and maintaining records of all transactions. The treasurer is also responsible for preparing budgets and presenting financial reports at Area assembly meetings.

All officers should have at least (1) one year of continuous sobriety with a working knowledge of the Twelve Steps, Twelve Traditions, and Twelve Concepts. Additionally, other qualifications may be considered by the Area committee for each position.

To start an Area Assembly, individual groups meet to elect the Area committee. First, districts or groups request recommendations or biographies of interested individuals for service at the Area level. Then, at the first Area level meeting, elections are held and the officer positions are filled. The newly elected officers will then determine the frequency, timing, and location of Area Assemblies.

What other services does the Area Committee provide?

Beyond organizing the Area Assembly, the Area Committee and its subcommittees sometimes provide additional services that support the work of its member groups. Such subcommittees might include:

- **Hospitals & Institutions (H&I):** The H&I subcommittee is responsible for carrying the CMA message to individuals who are confined, restricted, or otherwise unable to attend one of the regular CMA meetings in the Area. The subcommittee coordinates communication with the facilities and helps provide service members willing to carry meetings into the facilities.

- **Public Information:** The purpose of public information work in Crystal Meth Anonymous is to inform the public that CMA exists and offers recovery from the disease of addiction. A public information subcommittee helps to ensure that accurate information about our fellowship is available to the public by providing informed volunteers to answer inquiries from the public, including media outlets.
- **Archives:** The archivist oversees the preservation and organization of the Area's historical records. They are also responsible for seeking out and collecting items that may be of historical significance in the future.
- **Chips and Literature:** The Area subcommittee may coordinate the distribution of recovery chips or medallions, as well as maintaining an inventory of CMA pamphlets, brochures, or other literature to supply their meetings.

The Delegates to the Conference

What is an Area Delegate?

The Area Delegate, as a member of both the General Service Conference and the Area Committee, provides for the two-way flow of information between the Area Assembly and the Conference. **Beginning in 2013, the number of Delegates elected to represent** ~~One delegate is elected from each Area~~ **was increased from one Delegate to two Delegates in order to ensure greater representation at the Conference.** ~~to serve a two-year term.~~ As the primary representatives of their Area Assembly, these Delegates carries the voice of their Area's groups to the Conference and bring information from the Conference back to the groups. Because of the tremendous responsibilities inherent in this position, it is recommended that **each** the Delegate to the General Service Conference have at least (2) two years of continuous sobriety and have previously held other service positions in their local Area. Areas are encouraged to select the best possible candidates as Delegates, sending those who have demonstrated willingness to devote their time and effort to working on behalf of the fellowship.

What are the duties of the Area Delegates?

The primary duty of a Delegate is to attend the annual General Service Conference, carrying the voice and experience of their local groups and Area Assembly. Each Delegate will also be assigned to a Conference Committee and be expected to participate in the discussions and deliberations of that Committee. Furthermore, while the Board of Trustees may elect to contact registered groups directly, in many situations the Delegates will be expected

to carry important information from the Board back to their groups.

The duties of the Delegates are not limited to their participation at the Conference. -Before the Conference, each Delegate will be provided a packet of background information related to agenda items to be discussed at the Conference. Delegates should review all the materials in the Delegate packet to familiarize themselves with the issues to be discussed. In order to develop an informed group conscience, the Delegate should share this information and seek feedback from others in their Area.

Areas may choose to hold a special pre-Conference workshop to discuss agenda items and other topics affecting the local fellowship.

Although both Delegates represent an Area at the Conference, personal recovery depends on CMA unity and it is the duty of every Delegate--indeed, of every CMA trusted servant--to act at all times in the best interests of CMA as a whole. While the Delegates solicit thoughts and opinions from the members and groups in their Area and bring them to the Conference, once at the Conference, it is each Delegate's responsibility to cast their vote based on the best information they have at that time. Delegates at the Conference may hear a convincing discussion presented by another delegate, containing information they had not previously considered. As a result, they may decide it is best for CMA to pursue a different course of action than the one requested by their groups, so they should feel free to cast their vote accordingly.

Delegates are expected to participate in as much of the Conference as possible. The success of the Conference and its committees depends upon the diverse experience of every Delegate. **At the Conference,** Delegates also have the opportunity to seek out fellows from around the country and learn more about CMA activities beyond their local Area.

After the Conference, Delegates should provide a report of Conference activities to their Area, answer questions, and receive feedback from the members of their local fellowship. It is important that the Delegates attend meetings of individual groups throughout their term to encourage participation of both members and groups in CMA's service structure.

Who pays for the Delegates' expenses?

The General Service Conference ~~CMA World Services~~ does not pay for the Delegates' expenses to attend the Conference. Some Area Assemblies and Districts are able to assist their Delegate with these costs or provide funding for the Delegates to visit the groups in their Areas and to attend the Area Assembly. These funds are provided by donations from the Area's groups, which in turn come from the members' Seventh Tradition donations. It is also possible the Delegates will incur unreimbursed incidental expenses as a Delegate.

The CMA General Service Conference

"Final responsibility and ultimate authority for CMA world services should always reside in the collective conscience of the Fellowship of CMA as a whole." (Concept I)

Why do we need a Conference?

CMA world services receives its direction and guidance from the collective group conscience of the individual CMA member groups. This voice is carried by the GSRs to the Conference Delegates, who in turn carry this informed conscience to the Conference. This mechanism ensures that the member groups of CMA can provide spiritual direction to CMA world services on matters of policy and issues affecting our collective Fellowship. It also ensures that all voices in the Fellowship are heard, and protects the Fellowship against potential "tyranny of the few." At the Conference, the minority opinion is allowed a full and carefully considered voice so that the wishes of the few do not override the desires of the many. The Conference should guard against the perils of money, power, and prestige to keep CMA democratic in its actions.

The General Service Conference of CMA is an annual event that serves as the active voice and the effective conscience of our Fellowship in its world affairs. The Conference serves to protect our foundational principles (including the Twelve Steps, Twelve Traditions, and Twelve Concepts), to approve literature, to set broad policy regarding the Fellowship, and to offer spiritual guidance to the Board and its standing committees. The Conference is not a government for Crystal Meth Anonymous--it has no formal legal structure.

The "Conference Charter," (See Appendix A) ratified by the first General Service Conference in 2008, offers a concise

description of the purpose, composition and function of the Conference. By contrast, this Service Manual explains how the Conference serves as the collective voice of the Fellowship by providing additional details regarding Conference operations and procedures.

What happens at the Conference?

The Conference agenda and procedures should include the following items:

- The Conference should hear the financial and policy reports of the Board of Trustees;
- The Conference should advise the Trustees, Directors, and staff members upon all matters presented as affecting CMA as a whole by engaging in debate, appointing necessary committees, and passing suitable resolutions for the advice or direction of the Board of Trustees and its related services.
- The Conference at the close of each session will draft a full report of its proceedings, to be supplied to all delegates and committee members, and a short version to be sent to CMA groups throughout the world.

Additionally, the Conference is also a venue to:

- Hear and consider motions from the Fellowship;
- Seek guidance from the Fellowship concerning guardianship of our Steps and Traditions;
- Recommend and approve content of this Service Manual, world services literature, other publications, policies and guidelines;
- Develop methods for fundraising and contributions to the Fellowship;
- Develop methods of communication to keep the member groups informed as to matters of CMA policy.

Who votes at the Conference?

The **voting** members of the Conference include each Area Delegate and each member of the Board of Trustees. ~~also~~ The Charter provides a vote for the "Directors of any CMA service corporations, and staff members of those corporations," but, as of this **writing** ~~printing~~, CMA has no

external service corporations. The Charter also states that Areas within the Provinces of Canada will be allowed to vote. Each Conference member carries a single vote; should the same individual hold more than one voting position, only a single vote is granted.

How are issues decided at the conference?

Consensus decision making not only seeks to determine the majority opinion, but also to welcome and incorporate less widely held views. Decision by simple majority can be competitive rather than cooperative; when we view decisions to be made as a win/lose proposition, we may not find the finely-tuned spiritual solutions to our problems.

Because the unity of CMA is of paramount importance, decisions at the Conference should be made with as much unanimity of opinion as possible. Specifically, all matters of policy require a two-thirds vote; recommendations approved by this margin will become a Conference Advisory Action to the Board. A simple majority will constitute a Recommendation from the Conference to the Board.

Achieving substantial unanimity frequently requires extended discussion. If we allow impatience or personally punitive actions to dictate the resolution of Conference discussions, we risk alienating large sections of the fellowship. It is important for members of the Conference to seek common ground wherever possible, often requiring that discussions must be continued from one year to the next.

How do items get on the conference agenda?

The Conference Subcommittee is responsible for setting the agenda for the Conference. Delegates to the Conference will be asked to send agenda item requests from their Area to the Conference subcommittee before the

deadline established by the Conference subcommittee. The subcommittee will consider each request and submit an agenda to the GSC for approval. The subcommittee will also produce a report of all items submitted for the agenda, as well as the final agenda, which will be presented to the GSC and be made available to the Delegates in advance of the Conference. Motions can also be made at the conference through a process designated in the Conference Assembly Procedures.

What is the Conference Report?

The Conference at the close of each yearly session will draft a full report of its proceedings, to be supplied to all delegates and committee members, as well as a condensation thereof which will be sent to CMA groups throughout the world. [CMA Conference Charter]

As the General Service Conference is the effective voice of the Fellowship, it is necessary to accurately report the activities of the Conference back to the Fellowship as a whole in a timely manner. While it is not practical or possible for every CMA member to be in attendance at every subcommittee meeting that occurs as part of the Conference, in order to achieve informed group conscience, the Fellowship does need to know what occurred at these meetings.

Each Conference committee and subcommittee is required to maintain minutes of their meetings and following the Conference, to assemble those minutes into a narrative that accurately reflects the activities of the committee.

This report has two primary functions:

1. To maintain a record of activities at the Conference for the CMA archive, and
2. To disseminate information about Conference activities to the CMA fellowship.

CMA members and their Delegates will use this report to respond to actions taken at the Conference and to develop new agenda items for the future, so it is important that the report contains a thorough account of the activities of each committee during its discussions; arguments both for and against any item discussed, final decision (with vote count), and any minority reports should all be included.

The CMA Regional Assembly

What is a Regional Assembly?

The principle purpose of the Regional Assembly is to provide a mechanism for selecting nominees to the Board of Trustees **as outlined in Section 10 of the Charter**. The Regional Assembly also serves as an opportunity for sharing the collective experience of recovery through inter-Area communication and fellowship. Regional Assemblies need have no permanent structure; direct support to help the crystal meth addict is best provided by the local service structure.

In addition to selecting Board nominees, Regions may also hold Assemblies to promote unity within that Region. The Areas within the Region may form a committee to host an Assembly. The Regional Assemblies may occur at any time or place chosen by the Region, but time is allotted to assemble at the Conference itself.

Which Region is my Area located in?

Each Area is located within one of 9 multi-state regions, specifically defined by the Bylaws for the purpose of nominating members to the Board of Trustees. There are nine regions; Areas are assigned to regions as follows:

1. The PACIFIC region consists of the Areas of Alaska, California, Hawaii, Nevada, and the Territories and Possessions of the United States (*e.g.* Guam, American Samoa, etc.);

2. The NORTHWEST region consists of the Areas of Idaho, Montana, Oregon, Utah and Washington;
3. The SOUTHWEST region consists of the Areas of Arizona, Colorado, Kansas, New Mexico, Oklahoma and Texas;
4. The NORTH CENTRAL region consists of the Areas of Iowa, Missouri, Nebraska, North Dakota, South Dakota and Wyoming;
5. The GREAT LAKES region consists of the Areas of Illinois, Indiana, Ohio, Michigan, Minnesota and Wisconsin;
6. The NEW ENGLAND region consists of the Areas of Connecticut, Massachusetts, Maine, New Hampshire, Rhode Island and Vermont;
7. The MID-ATLANTIC region consists of the Areas of Delaware, Maryland, New York, New Jersey, Pennsylvania and the District of Columbia;
8. The MID-SOUTH region consists of the Areas of Georgia, Kentucky, North Carolina, South Carolina, Virginia and West Virginia;
9. The SOUTHEAST region consists of the Areas of Alabama, Arkansas, Florida, Louisiana, Mississippi and Tennessee.

Trustee Selection at the Regional Assembly

Eighteen of the 24 positions on the Board are reserved for members of the Fellowship, two from each of the nine Regions. Trustees each serve a four-year term, staggered so that every two years one of the two Trustees from each region completes their term.

As a Regional Trustee approaches the end of their term, each Area Assembly within the Region may nominate a candidate for the position. At the Regional Assembly, a

single candidate is selected from among the nominees. For the purpose of choosing the final nominee, the voting members of the Region include all Area Delegates from that Region, the Region's current Regional Trustees, and all At-Large Trustees residing in that Region. Prior to the vote, qualifications for each nominee are discussed so that the voting members may make an informed choice. Vote should be by written secret ballot in open forum; a two-thirds vote should be required to select the final nominee.

Once the nominees have been identified, their resumés must be forwarded to the Trustees' Nominating Committee in advance of the General Services Conference so their eligibility requirements can be verified and their ability and willingness to serve on the Board confirmed.

If the Regional Assembly is to be held at the Conference, then the resumés of *all* Area nominees should be sent to the Nominating Committee before the Conference. **The voting should take place after each Nominee's qualifications have been presented to the Regional Assembly in an open forum allowing both voting and nonvoting members to become familiar with each Nominee's qualifications and experience. This process allows for transparency while giving the voting members opportunity to make a fully informed choice. All votes should be by written secret ballot; a two-thirds vote should be required to select the final nominee.**

Once the nominees have been vetted by the Nominating Committee, the final nominees for each Regional Trustee are presented to the full Conference for a vote. **Sufficient time will be allotted so that any member of the Conference may speak to the nominees qualifications, however, during this time, the nominees should be asked to leave the room as voting upon their nomination occurs, allowing any opinions to be heard from the Conference. In part, this avoids violating the Twelfth Concept which states in part, "... that it reach all important decisions by discussion, vote, and whenever possible, by substantial unanimity; that its actions never be personally punitive nor an incitement to**

public controversy..." Upon a two-thirds vote of approval the nominee will be considered selected for membership on the Board of Trustees. The final step in the process is their formal election to the Board of Directors at their next annual meeting, the Board being obligated by Tradition to do so. The term of each Trustee begins at the first meeting of the General Services Committee after the annual Board meeting.

Wouldn't It Make More Sense to move the Trustees before this section?

The CMA General Services Committee (GSC)

What is the GSC?

The General Services Committee (GSC) is one of the two standing committees of the Board of Trustees (the other is the Executive Committee). The GSC is primarily responsible for the day-to-day activities of CMA that relate inward to the fellowship. The Executive Committee, on the other hand, is responsible for those corporate activities that relate outward to various State and Federal agencies which regulate the business activities of Crystal Meth Anonymous, Inc.

Under current California State regulations, any standing committee of a corporation's board is limited to members of the Board of Trustees for the corporation. Because the GSC is a standing committee of the Board of Trustees, its' members must already be members of the Board of Trustees. Fortunately, this restriction does not apply to subcommittees of a Board. Consequently, the GSC has established a number of subcommittees which allow members of the fellowship to be of service.

Subcommittees of the General Service Committee are made up of members of the Board and members of the Fellowship as a whole. In accordance with our Bylaws, each subcommittee of the GSC should have at least two Trustee members. Without the assistance of these members of the Fellowship at large, the work of the GSC could not be accomplished.

What does the GSC do?

The GSC meets regularly to discuss issues within our Fellowship and to implement recommendations from the General Service Conference. The GSC also establishes budgets, prepares financial reports, and pays expenses incurred at the world service level.

For example, through its subcommittees, **some activities of** the GSC **include** operating the website, publishing literature, encouraging H&I activities, and responding to outside requests for information. Additionally, the subcommittees of the GSC provide services to members and groups, such as the distribution of chips and literature.

Subcommittees of the GSC

The majority of the work done by the GSC takes place at the subcommittee level. Subcommittees of the GSC assist with specific day-to-day activities of CMA. These activities are performed primarily by non-paid service members from the fellowship.

Within the framework of their responsibilities, each subcommittee is granted sufficient authority to perform its designated duties. Each subcommittee has the ability to decide which of these duties they will handle themselves, and which ones they will seek additional counsel or direction from the GSC, the Conference, or other parts of the Fellowship. All authority not granted to a subcommittee is reserved by the GSC and the Board of Trustees in accordance with the Conference Charter.

Notwithstanding the duties described herein or elsewhere, no subcommittee has been granted the authority to commit or expend funds nor execute contracts on behalf of the organization. This authority is reserved by the Board acting as a whole, those explicitly designated agents of the Board (eg: Treasurer of the GSC), and officers of the Corporation.

In order to meet the needs of the Fellowship, the General Services Committee (GSC) designates specific duties to

each of its seven standing Subcommittees: World Conference, Hospitals & Institutions, Literature, Fulfillment, Public Information & Outreach, Communications, and Finance.

World Conference Subcommittee

The primary purpose of the ~~World~~ Conference subcommittee is to produce the annual CMA General Service Conference. The ~~World~~ Conference Subcommittee carries out this purpose by performing the following activities:

- Soliciting bids from the Areas, Districts, and Intergroups to host the Conference;
- Recommending possible host cities, dates and venues to the GSC;
- Working with the local host committee, negotiating with venues for event space;
- Preparing a budget for the Conference and ensures that expenditures remain within budgetary parameters;
- Soliciting and collecting agenda items for the Conference and submits the proposed agenda to the GSC;
- Ensuring the smooth operation of the General Service Conference during the event;
- Providing an accounting of the finances of the Conference to the GSC;
- Preparing the Conference report.

The subcommittee selects a different location for the ~~World~~ General Service Conference from year to year, allowing participation by a broad aspect of the Fellowship. To this end, host cities for future ~~World~~ Conferences are selected several years in advance and there is a bid process by which a local service body can request to be considered in the selection process to host the Conference.

The GSC assumes primary financial responsibility for the General Service Conference. For this reason, all major financial decisions and contracts are presented by the subcommittee to the GSC prior to their execution. These

decisions must be made with an understanding of their impact on the GSC's overall budget. Nevertheless, the GSC does not have sufficient resources to fund the Conference in its entirety (recent conferences have had budgets easily exceeding the entire annual seventh tradition contributions to the GSC). Consequently, the Conference is financed through a combination of registration fees, fundraising, contributions by the local host committee, and allocations from the GSC's operating budget.

Our tradition of prudent financial policy dictates that Conference expenses be kept to a minimum, while still allowing for the work of the Conference to be performed, so that as many participants as possible may attend. Still, Trustees, Area Delegates and other attendees of the Conference may incur personal travel, and other expenses, often significant, that are not necessarily reflected in the overall budget of the Conference.

Agenda items for the General Service Conference may be submitted by Area Assemblies, the GSC or its subcommittees, or members of the Fellowship. In addition to any motions, items should contain sufficient background material for consideration by the Conference. These items are submitted to the World Conference Committee, who receives them, reviews them for completeness and clarity, and forwards them to the GSC for consideration. The GSC discusses the individual motions to determine which items are of significant concern for the Fellowship as a whole, which motions may be sent directly to a subcommittee for consideration, and which ones fall outside the scope of the Conference.

After review, the GSC refers the items back to the World Conference Subcommittee, which prepares the agenda for the Conference. Agenda items should be submitted to the Subcommittee within sufficient time to ensure that the delegates receive the agenda and a delegate packet to solicit feedback from their groups prior to the Conference.

Hospitals & Institutions (H&I) Subcommittee

The purpose of this subcommittee is to carry the message of recovery to Crystal Meth addicts who are confined and/or restricted and would otherwise not be able to attend a CMA meeting. The H&I Subcommittee carries out this purpose by performing the following activities:

- Providing guidance to CMA members involved in H&I service throughout the fellowship by soliciting participation and input from all of those involved in H&I activities within the various service elements of CMA (e.g. Area, District, Intergroup, etc.);
- Establishing recommended guidelines and suggested meeting formats for CMA H&I meetings;
- Encouraging and assisting all H&I meetings to:
 - Adhering to the guidelines and rules of the facilities in which they hold meetings;
 - Providing CMA Conference approved literature to the facilities and meeting participants;
 - Providing a means of celebrating various lengths of recovery to those attending meetings;
 - Carrying the message of recovery from addiction to crystal meth.

H&I service work occurs primarily at the local level, as Areas, Districts, and Intergroups are generally responsible for carrying meetings or panels into facilities. Therefore, the main objective of the GSC H&I Subcommittee is to support the work of the local service structure in this mission. By collecting the experiences of H&I service people from throughout CMA, the H&I Subcommittee can serve as a resource to local service entities on how to set up H&I meetings and assist them in deciding how to overcome problems they may encounter.

In addition to consulting with the GSC subcommittee, local committees are encouraged to reach out to other committees in their area to share information and experiences they have encountered. Members of the local H&I committee should attend Area and Regional Assemblies and may decide to organize additional events

which assist in the sharing of H&I experiences and enlist volunteers to carry the message into facilities.

Literature Subcommittee

The purpose of this subcommittee is to produce literature for the Fellowship of CMA. The literature produced by this subcommittee should carry the message of recovery from crystal meth addiction through the application of the spiritual principles outlined in the Twelve Steps and Twelve Traditions of CMA. The Literature Subcommittee carries out this purpose through the following activities:

- Soliciting literature submissions from individual members or local literature committees of CMA;
- Writing and editing literature;
- Adhering to the guidelines for literature adopted by the General Services Conference;
- Recommending such literature for approval by the GSC and the Conference.

Literature is certainly one of the most effective means by which CMA is able to carry its message to crystal meth addicts. Therefore, it is essential that all Conference-approved literature reflect, to the greatest extent possible, the collective experience of CMA as a whole. The subcommittee can also create conference-approved literature which focuses this message to a specific demographic.

Whenever the subcommittee completes a new piece of literature, it is first submitted to the GSC for interim approval. It can then be circulated to the Fellowship. After a period of time (years in some cases), the new work can be submitted to the Conference for approval.

In considering topics for new literature, time and care should be taken both in deciding what literature to create and what relevant experience we have with the proposed subject. When completed, the Fellowship should be given ample opportunity to review any new literature and

provide feedback before submission to the Conference for approval.

Public Information & Outreach (PI) Subcommittee

The purpose of this subcommittee is to communicate information about CMA to the non-addict and professional treating the addict, as well as to interested members of the media. The subcommittee achieves this by providing accurate information about CMA to the person, community groups, and interested parties affected by crystal meth addiction. The subcommittee responds to all media requests with consistency and personal anonymity. PI Subcommittee responsibilities include:

- Providing guidance to CMA members involved in PI service throughout the Fellowship by soliciting participation and input from all of those involved in PI activities within the various service elements of CMA (e.g. Area, District, Intergroup, etc.);
- Establishing recommended guidelines for Public Information & Outreach activities;
- Responding to routine requests for information from individuals and the media;
- Referring requests for information from individuals and the media that require approval or action by the GSC and/or Board of Trustees;
- Operating the phone line;
- Creating public service announcements.

Anonymity is the spiritual foundation of our Fellowship. Breaking that anonymity can cause harm to individual members as well as the Fellowship as a whole. However, if the Fellowship remains completely anonymous, how will anyone ever find out about CMA? The PI subcommittee provides a way for CMA to communicate with interested parties outside of CMA. Physicians, therapists, law enforcement agencies, and other professionals sometimes have more access to addicts than members of CMA, and educating those professionals can ultimately result in referrals of newcomers to the Fellowship, which then

enables the groups to carry their message to these addicts.

Communications Subcommittee

The purpose of this subcommittee is to develop, deliver and facilitate communication within the fellowship of CMA. The Communications Subcommittee carries out this purpose by:

- Providing communication to CMA members involved in all areas of service throughout the fellowship with the goal of providing information and soliciting participation and input from all of those involved in activities within the various service elements (e.g. Area, District, Group, Intergroup, etc.);
- Managing the CMA world services website <http://www.crystalmeth.org>;
- Establishing recommended guidelines for CMA communications and activities.

Fulfillment Subcommittee

The purpose of this subcommittee is to facilitate the sale, restocking, inventory management and distribution of chips, medallions, stickers, literature to CMA groups worldwide.

- Maintains adequate inventory of authorized items to fill orders;
- Purchases shipping supplies;
- Packs and ships orders to groups;
- Keeps adequate records of wholesale purchases and retail sales to meet state and federal reporting and / or tax requirements;
- Coordinates with the GSC and Board Treasurers to keep them apprised of relevant financial information.

Finance Subcommittee

The purpose of the Finance Subcommittee is develop and implement policies and procedures in all matters concerning the finances of Crystal Meth Anonymous, Inc., including ways and means to generate funds necessary for the continued growth of the fellowship, in accordance with

our 12 Traditions. It achieves this purpose through the following:

- Drafting the annual CMA budget and advising on budget processes
- Recommending other financial priorities
- Advising on:
 - Acquisition of assets in a manner consistent with CMA Twelve Traditions and applicable laws
 - Management, maintenance and protection of assets
 - Liabilities and contingent liabilities
 - Required financial filings
 - Receivables are collected on a timely manner
 - Invoices and other payments are made on a timely manner
 - Utilization of assets (i.e., expenses) to meet needs of CMA as determined by trusted servants in a manner that benefits CMA and does not inure to individuals by asking:
 - Does the expenditure support the mission of CMA?
 - Is the expenditure disallowed by CMA bylaws or applicable law?
 - Has the expenditure been properly authorized in writing?
- Act as a resource for CMA groups on financial matters including but not limited to advise on negotiating leases and other contracts.

The CMA Board of Trustees

What is the Board of Trustees?

The Board of Trustees serves as the Board of Directors for Crystal Meth Anonymous, Inc., a 501(c)-3 non-profit corporation serving the Fellowship with respect to its legal obligations to the public at large (*e.g.*, taxes, legal inquiries, copyrights, and trademarks). The terms "Trustee" and "Director" are used interchangeably, "Director" being a legal term in the state of California and "Trustee" representing the spiritual position of service that these individuals are asked perform for the Fellowship.

The Board of Trustees is composed of at least three and up to twenty-four individuals. The majority of the Board consists of regionally nominated Trustees, from each of the

nine Regional Assemblies. Each Region is entitled to nominate up to two Trustees from among the membership of the Fellowship in that region. In addition, the Board may also appoint up to six "at large" Directors/Trustees. These Trustees may be members of the Fellowship or may be individuals whose personal or professional experience would benefit the Board and CMA as a whole. Each Trustee serves a four-year term.

What does the Board of Trustees do?

The Board of Trustees is the chief service arm of the General Service Conference and is primarily responsible for ensuring the smooth, day-to-day operations of Crystal Meth Anonymous, Inc. While it conducts all direct financial, legal, and operational activities for the Fellowship, its actions are essentially custodial in nature. The primary duties and responsibilities of the Board are outlined in the Bylaws.

The Board of Trustees receives guidance and direction from the Conference. As outlined in the Charter, the Board of Trustees is free to conduct its business as it deems necessary. However, on all matters that may affect CMA as a whole, the Board should seek the opinion and guidance of the Conference. As members of the Conference themselves, they are able to participate in the decision-making process.

What are the qualifications for members of the Board of Trustees?

Because of the immense responsibilities delegated to the Board of Trustees, nominees for Regional Trustee should be the *most* experienced individuals from among our Fellowship. Ideally, Regional nominees should have at least (5) five years of continuous sobriety. ~~The Board meets monthly via conference call and is expected to meet in-person twice each year (at the Conference and at the annual Board of Trustees meeting in June), so nominees~~

~~must be willing and able to keep this busy schedule. Furthermore, each Board member is expected to participate in standing and *ad hoc* subcommittees, which will place additional demands on their time.~~ Finally, while not a requirement, members with experience in business, accounting, media relations, and the legal system are always of great help to the Board in performing its duties.

What are the responsibilities for members of the Board of Trustees?

Board members are expected to attend all Board meetings, including recurring GSC monthly Board conference calls and are required to notify the Chair in advance if they will be absent.

Missing three or more consecutive meetings without notification may bring progressive action as continued absence may cause the Board not to achieve quorum, thus affecting the business of the Fellowship. More importantly, Board Members are elected to add their experience, strength and hope to the discussions and actions of the Board. Members of the Board are asked to travel to the annual June Board Meeting in California, the annual Conference and sometimes for other purposes. Trustees are not compensated, and many times the expense of this travel is unreimbursed in whole or in part.

Trustees are also responsible to actively serve and participate on any subcommittees and to attend any subcommittee meetings to which they are assigned. Trustees review all meeting agendas and supporting materials for any Board meetings prior to attending so that they are be prepared to actively participate in the meeting. Trustees are expected to stay informed about issues important to our Fellowship, both in their Region as well as CMA as a whole.

Trustees agree to abide by the principles that guide our organization and our Fellowship as outlined in the Twelve Steps, Twelve Traditions, and Twelve Concepts of World Service of Crystal Meth Anonymous. Furthermore, Trustees agree to fully

disclose to the Board any events, potential conflicts of interest or changes which would affect their ability to meet the qualifications of the Board.

What may disqualify one from Serving on the Board

While not all convictions prevent Trustees from serving,

{INSERT TOM LANGUAGE HERE] To be a member of the Board, you must have never been convicted of embezzlement, bribery, perjury, or other nefarious crimes and agree to immediately disclose to the Board any events or changes which would affect your ability to meet the qualification of a member of the Board.

Committees of the Board of Trustees

The Board of Trustees has two standing Committees, the General Services Committee and the Executive Committee.

The General Services Committee (GSC) is primarily responsible for the day-to-day activities of CMA. The members of the GSC are members of the Board of Trustees, however, the GSC may form subcommittees that contain individuals from the Fellowship at large. Each subcommittee of the GSC must have at least two trustee members.

Through its subcommittees, the GSC operates the website, publishes literature, encourages H&I activities, and responds to outside requests for information. Additionally, the GSC subcommittees provide services to members and groups, such as the distribution of chips and literature.

The Executive Committee is responsible for the overall corporate governance of Crystal Meth Anonymous, Inc.

The Executive Committee is composed of the four elected officers and **three** ~~two~~-additional members: The Chairperson of the Board, the Co-Chairperson, the Corporation Secretary, the Corporation Treasurer, as well

as the Chairperson of the GSC, and ~~two~~ ~~one~~ ~~other~~ at-large members from the Board.

The Executive Committee primarily concerns itself with matters affecting the corporation of Crystal Meth Anonymous, Inc. In this regard, it helps ensure CMA's compliance with Federal, State and local laws. In conjunction with the Board's attorney, the Committee also handles legal issues as they arise.

The Relationship of the Board of Trustees to the General Service Conference

While the Board of Trustees has responsibility for the day-to-day operation of CMA and has the authority to conduct business in pursuit of this mission, the final authority for decisions of policy that affect CMA as a whole rests with the General Service Conference. The Conference communicates this authority through its decisions at the Conference Assembly; a two-thirds vote of the Conference constitutes a Conference Advisory Action and should be considered a direction from the Fellowship to the Board.

Changes to the charter and bylaws by the Board of Trustees are subject to the approval of the General Service Conference by a two-thirds vote of all its members.

~~How are Trustees selected/elected?~~

Trustees Terms

The procedure for electing regionally nominated trustees is based on Section 10 of the Charter and detailed in this service manual in the section entitled "The CMA Regional Assembly."

The at-large Trustees (up to six) are appointed by the Board (according to Article VII, Section 1 of the Bylaws). Following a nominee's appointment by the Board, the Trustees are obligated by tradition to formally elect these

nominees to the Board at the next annual meeting of the Board.

Typically, a Trustee's term begins at the first regularly scheduled meeting following the annual meeting in June at which they were elected and continues until they are succeeded four years thereafter.

Mid Term Vacancies

Vacancies on the Board: Vacancies that occur on the Board for a Regional Trustee may be filled provisionally by the Board, based on a nomination provided by the Regional Assembly for which the vacancy exists. The provisional trustee retains the rights and duties of a full trustee until the next Conference, at which time the nominee shall be placed before the Conference for ratification. If the vacancy is not filled between Conferences, it may be filled at the next Conference under the procedures described above. In either case, the term continues for the remainder of the duration of the original term.

POLICY STATEMENTS

Use of the CMA Name and Logo

Who may use the name "Crystal Meth Anonymous," the block letters "CMA," the official Crystal Meth Anonymous LOGO* (hereinafter "logo"), future variations of the logo, and any CMA book:

1. A Crystal Meth Anonymous "Group" as defined herein, for its function of organizing and operating a regularly scheduled CMA meeting. A CMA Group may not use the name, letters or logo for any other purpose (including without limitation, dances, conventions, memorabilia, or fund raising events) without the prior written consent of its Area/District Chairperson after a vote taken by the Area/District Service Committee.
2. A Crystal Meth Anonymous "District," "Area," "Region," or "Intergroup".
3. Crystal Meth Anonymous, Inc. (a California corporation) aka: CMA world services. The service body granting the use of the CMA logo shall be responsible for ensuring that the proper CMA logo, with applicable trademarks as shown below, is used on printed materials and memorabilia.

No other individual or entity may use the name "Crystal Meth Anonymous", the block letters "CMA," the official Crystal Meth Anonymous LOGO* (hereinafter "logo"), future variations of the logo, any CMA book title: STORIES FROM THE FELLOWSHIP OF Crystal Meth Anonymous, without the written permission of the Crystal Meth Anonymous Board of Trustees.

The Crystal Meth Anonymous logo must be used in its entirety as shown below:

The official logo includes the artistic text “CMA” contained in an outer circle, and the registered trademark symbol. No other text or design element may touch, overlap or show through behind the logo other than a solid color. The block letters “CMA” may only be used alone when they bear no resemblance to the inner circle type style of the official logo.

The GSC may approve variations of the logo for specific purposes. An example of this is the logo that appears on the bronze medallions which includes the three legacies of Unity, Service, and Recovery. Example:® The approval of a variation of the logo for a specific purpose, such as the variation shown above, does not necessarily confer approval for other purposes.

Responding to Requests for Information from the Media

Inquiries are frequently made by local or regional media at the Individual, Intergroup, District, or Area levels. These requests materialize from many media sources for a host of reasons. While some of these requests can help us carry the message of recovery from crystal meth addiction through the 12 Steps, some of them may not be consistent with our Traditions.

Most of these requests are from valid media sources, but as our Traditions have taught us, caution should be taken when responding to any media requests. Generally, individual members should be discouraged from directly responding to such requests, but should instead refer them to the appropriate Public Information & Outreach (PI) committee.

Some examples of media include (but are not limited to):

- Broadcast (television—including all methods of video, etc.)
- Radio (including live and taped conversations, Podcasts, etc.)

- Print (newspapers, magazines, columns, fliers, etc., whether online or printed)
- Internet (including social media).

Individuals or groups who are contacted by the media should refer the source to the most appropriate Public Information & Outreach (PI) committee for response. PI committees are often formed at the Intergroup, District, and Area levels. If your local Intergroup, District or Area does not have a PI committee, requests for response can be referred to the GSC's Public Information & Outreach (PI) subcommittee.

Additionally, requests from any source which is not of a local or regional nature should be referred to the Public Information & Outreach (PI) subcommittee of the GSC. Instances where a question exists about the proper response to a media inquiry should always be referred to the Public Information & Outreach (PI) subcommittee of the GSC.

The Twelve Steps of Crystal Meth Anonymous

1. We admitted that we were powerless over crystal meth and our lives had become unmanageable.
2. Came to believe that a power greater than ourselves could restore us to sanity.
3. Made a decision to turn our will and our lives over to the care of a God of our understanding.
4. Made a searching and fearless moral inventory of ourselves.
5. Admitted to God, to ourselves and to another human being the exact nature of our wrongs.
6. Were entirely ready to have God remove all these defects of character.
7. Humbly asked God to remove our shortcomings.
8. Made a list of all persons we had harmed and became willing to make amends to them all.
9. Made direct amends to such people wherever possible, except when to do so would injure them or others.
10. Continued to take personal inventory and when we were wrong promptly admitted it.
11. Sought through prayer and meditation to improve our conscious contact with a God of our understanding praying only for the knowledge of God's will for us, and the power to carry that out.
12. Having had a spiritual awakening as a result of these steps, we tried to carry this message to crystal meth addicts, and to practice these principles in all of our affairs.

The Twelve Steps and Twelve Traditions of Alcoholics Anonymous have been reprinted and adapted with the permission of Alcoholics Anonymous World Services, Inc (A.A.W.S.). Permission to reprint and adapt the Twelve Steps and Twelve Traditions of Alcoholics Anonymous does not mean that Alcoholics Anonymous is affiliated with this program. AA is program of recovery from Alcoholism only—use of A.A.'s Steps and Traditions, or an adapted version of its Steps and Traditions in connection with programs or activities which are patterned after A.A., but which address other problems, or in any other non-A.A. context, does not imply otherwise.

The Twelve Traditions of Crystal Meth Anonymous

1. Our common welfare should come first; personal recovery depends upon CMA unity.
2. For our group purpose there is but one ultimate authority a loving God as expressed in our group conscience. Our leaders are but trusted servants; they do not govern.
3. The only requirement for CMA membership is a desire to stop using.
4. Each group should be autonomous except in matters affecting other groups or CMA as a whole.
5. Each group has but one primary purpose to carry its message to the addict who still suffers.
6. A CMA group ought never endorse, finance or lend the CMA name to any related facility or outside enterprise, lest problems of money, property and prestige divert us from our primary purpose.
7. Every CMA group ought to be fully self-supporting, declining outside contributions.
8. Crystal Meth Anonymous should remain forever nonprofessional, but our service centers may employ special workers.
9. CMA, as such, ought never be organized; but we may create service boards or committees directly responsible to those they serve.
10. Crystal Meth Anonymous has no opinion on outside issues; hence the CMA name ought never be drawn into public controversy.

11. Our public relations policy is based on attraction rather than promotion; we need always maintain personal anonymity at the level of press, radio, television, films and other public media.
12. Anonymity is the spiritual foundation of all our traditions, ever reminding us to place principles before personalities.

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The Twelve Concepts of Crystal Meth Anonymous

1. Final responsibility and ultimate authority for CMA world services should always reside in the collective conscience of the Fellowship of CMA as a whole.
2. The General Service Conference of CMA has become, for nearly every practical purpose, the active voice and the effective conscience of the Fellowship in its world affairs.
3. To create and insure effective leadership, we should endow each element of CMA with a traditional "RIGHT OF DECISION," which allows our trusted servants to decide what matters can be disposed of by themselves and what matters require them to report, consult, or ask for direction.
4. At all responsible levels, we ought to maintain a traditional "RIGHT OF PARTICIPATION," allowing our trusted servants voting representation in reasonable proportion to the responsibility that each must discharge.
5. Throughout our structure, a traditional "RIGHT OF APPEAL" and a "RIGHT OF PETITION" ought to prevail, thus ensuring that

minority opinions will be heard and personal grievances will be carefully considered.

6. Although the General Service Conference has the final decision respecting overall matters of general policy and finance, it recognizes that the chief initiative and active responsibility in most of these matters, especially the day-to-day functioning of CMA's world services, should be exercised by the Trustees acting together as the Board.
7. The Bylaws of Crystal Meth Anonymous is a legal instrument that fully empowers the Board of Trustees to manage and conduct all of CMA's world services. The Conference Charter itself is NOT a legal document; it relies instead upon the force of tradition and the power of the CMA treasury for its final effectiveness.
8. Our Board of Trustees is the principal planner and administrator of overall policy and finance, as decided by the General Service Conference. It also has custodial oversight of CMA's separately incorporated service entities, which the Board exercises by its ability to select the executives of these entities.
9. Good service leadership at all levels is indispensable for our future functioning and safety. Primary world service leadership, once exercised by the founders of CMA and the General Service Committee, must necessarily be assumed by the Board of Trustees.
10. Every service responsibility should be matched by an equal service authority, with the scope of such authority well defined.
11. While the Trustees hold responsibility for the administration of CMA's world services, they should always have the assistance of the best possible committees, staffs, consultants, and, if necessary, corporate executives who are not Trustees. Such individuals, whether volunteers or paid employees, should be chosen with care. Serious concern should be given as to how they are selected, what qualifications they possess, and what rights and duties they will have.

12. The General Warranties of CMA's General Service Conference: in all its proceedings, the General Service Conference shall observe the spirit of the CMA tradition, taking care that it never becomes the seat of perilous wealth or power; that sufficient operating funds and reserve be its prudent financial principle; that it place none of its members in a position of unqualified authority over any of the others; that it reach all important decisions by discussion, vote and, whenever possible, by substantial unanimity; that its actions never be personally punitive nor an incitement to public controversy; and although it may act for the Fellowship of CMA as a whole, it will never perform acts of government, and it will always remain democratic in thought and action like the Fellowship which it serves.

Appendix A: The Conference Charter

Conference Charter

1. Purpose. The General Service Conference of Crystal Meth Anonymous (C.M.A.) is the guardian of world services and of the Twelve Steps and Twelve Traditions of C.M.A. The Conference shall be a service body only, never a governing body for C.M.A.

2. Composition. The Conference shall be composed of area delegates, the members of the Board of Trustees, directors of any C.M.A. service corporations, and staff members of those

corporations. Other Sections of the Conference may sometimes be created in foreign lands as the need arises out of language or geographical considerations. The North American Section of the General Service Conference will then become the Senior Section, related to the other Sections by ties of mutual consultation and a cross linking of delegates.

But no Conference Section shall ever be placed in authority over another. All joint action shall be taken only upon two-thirds vote of the combined Sections. Within its boundaries each Conference ought to be autonomous. Only matters seriously affecting C.M.A.'s worldwide needs shall be the subject of joint consideration.

3.

Conference Relation to C.M.A. The Conference will act for the fellowship of C.M.A. in the perpetuation and guidance of its world services, and it will also be the vehicle by which the C.M.A Fellowship can express its view upon all matters of vital C.M.A policy and all hazardous deviations from C.M.A. Tradition. Delegates should be free to vote as their conscience dictates; they should also be free to decide what questions should be taken to the group level, whether for information, discussion, or their own direct instruction. Neither the Twelve Steps of C.M.A., nor the Twelve Traditions of C.M.A., nor the Warranties of Article 12 of the Conference Charter shall be changed or amended by the General Service Conference except by first asking the consent of the registered C.M.A. groups of the world. This would include all C.M.A. groups known to the General Service offices around the world. These groups shall be suitably notified of any proposal for change and allowed no less than six months for consideration thereof. And before any such Conference action can be taken, there must first be

received in writing within the time allotted the consent of at least three-fourths of all those registered groups who respond to such proposal.

4.

Conference Relation to the Board of Trustees and its Corporate Services. The Conference will replace the founders of Crystal Meth Anonymous, who formerly functioned as guides and advisers to the Board of Trustees. The Conference will be expected to afford a reliable cross section of C.M.A. opinion for this purpose. A quorum shall consist of two-thirds of all the Conference members registered.

It will be understood, as a matter of tradition, that a two-thirds vote of Conference members voting shall be considered binding upon the Board of Trustees and its related corporate services, provided the total vote constitutes at least a Conference quorum. But no such vote ought to impair the legal rights of the Board of Trustees and the service corporations to conduct routine business and make ordinary contracts relating thereto.

It will be further understood, regardless of the legal prerogatives of the Board of Trustees, as a matter of tradition, that a three-quarters vote of all Conference members may bring about a reorganization of the Board of Trustees and the directors and staff members of its corporate services, if or when such reorganization is deemed essential.

Under such a proceeding, the Conference may request resignations, may nominate new trustees, and may make all other necessary arrangements regardless of the legal prerogatives of the Board of Trustees.

5. Area Assemblies: Composition of. Area Assemblies are composed of the elected Representatives of all C.M.A. groups desiring to participate in each of the United States and each of the Provinces of Canada. Each State and Province will always be entitled to one Assembly. But States and Provinces with large C.M.A. populations may be entitled to additional Assemblies, as provided by the C.M.A Service Manual or by any future amendment thereto.

6. Area Assemblies, Purpose of. Area assemblies convene every two years for the election of area committee members, from which are elected delegates to the General Service Conference of C.M.A. Such area assemblies are concerned only with the world service affairs of C.M.A.

7. Area Assemblies, Methods of Electing Area Committee Members and Delegates. Whenever practical, committee members are elected by written ballot without personal nomination. Delegates are selected from among such committee members by a two-thirds written ballot or by lot, as provided in The C.M.A. Service Manual.

8. Area Assemblies, Terms of Office for Group General Service Representatives, Area Committee Members and Delegates. Unless otherwise directed by the Conference, these terms of office shall all be concurrent and of two years' duration each. In approximately half the areas, assembly elections will be held in even years; the remaining assemblies will elect in odd years, thus creating rotating panels of the Conference, as further described in The C.M.A. Service Manual.

9. The General Service Conference Meetings. The Conference will meet yearly, unless otherwise agreed upon.

Special meetings may be called should there be a grave emergency. The Conference may also render advisory opinions at any time by a mail, telephone, or electronic poll in aid of the Board of Trustees or its related services.

10. The Board of Trustees: Composition, Jurisdiction, Responsibilities. The Board of Trustees of Crystal Meth Anonymous shall be an incorporated trusteeship, composed of addicts and non-addicts who elect their own successors, these choices being subject, however, to the approval of the Conference or a committee thereof. Candidates for addict regional trustee are, however, first selected by the Areas in the Region. Then, at the General Service Conference, voting members will make a selection of a nominee by two-thirds ballot or by lot. This nominee is then elected to the Board of Trustees, the trustees being obligated by tradition to do so. The procedure is then as follows: Each Conference area may select one candidate. Resumes of all candidates will be reviewed for eligibility by the trustees' Nominating Committee. At the General Service Conference, delegates from each Region will caucus prior to the nomination to reduce the number of candidates to one for each Region. The Conference will select a nominee by two-thirds ballot or by lot. These nominees will then be elected to the Board of Trustees, the trustees being obligated by tradition to do so.

The Board of Trustees is the chief service arm of the Conference, and is essentially custodial in its character.

Excepting for decisions upon matters of policy, finance, or C.M.A Tradition, liable to seriously affect C.M.A as a whole, the Board of Trustees has entire freedom of action in the routine conduct of the policy and business affairs of the C.M.A. service corporations, and

may name suitable committees and select directors to its subsidiary corporate service entities in pursuance of this purpose.

The Board of Trustees is primarily responsible for the financial and policy integrity of its subsidiary services.

The charter and bylaws of the Board of Trustees, or any amendments thereto, should always be subject to the approval of the General Service Conference by a two-thirds vote of all its members.

Except in a great emergency, neither the Board of Trustees nor any of its related services ought ever take any action liable to greatly affect C.M.A. as a whole without first consulting the Conference. It is nevertheless understood that the board shall at all times reserve the right to decide which of its actions or decisions may require the approval of the Conference.

11. The General Service Conference, Its General Procedures. The Conference will hear the financial and policy reports of the Board of Trustees and its related corporate services. The Conference will advise the trustees, directors, and staff members upon all matters presented as affecting C.M.A. as a whole, engage in debate, appoint necessary committees, and pass suitable resolutions for the advice or direction of the Board of Trustees and its related services. The Conference may also discuss and recommend appropriate action respecting serious deviations from C.M.A. Tradition or harmful misuse of the name "Crystal Meth Anonymous."

The Conference may draft any needed bylaws and will name its own officers and committees by any method of its own choosing.

The Conference at the close of each yearly session will draft a full report of its proceedings, to be supplied to all delegates and committee members, as well as a condensation thereof which will be sent to C.M.A. groups throughout the world.

12. General Warranties of CMA's General Service Conference. In all its proceedings, the General Service Conference shall observe the spirit of the CMA tradition, taking care that it never becomes the seat of perilous wealth or power; that sufficient operating funds and reserve be its prudent financial principle; that it place none of its members in a position of unqualified authority over any of the others; that it reach all important decisions by discussion, vote and, whenever possible, by substantial unanimity; that its actions never be personally punitive nor an incitement to public controversy; and although it may act for the Fellowship of CMA as a whole, it will never perform acts of government, and it will always remain democratic in thought and action like the Fellowship which it serves.

Appendix B: Minutes

The Executive Committee Meeting

Friday 3-01-2013

Start time 8:15 AM

- Agenda: 1) Step Change proposal
2) Service Manual Proposed Edits

Freddie D: Serenity Prayer

In attendance: Chancy, Washington DC, Doug CA, Carol, Peoria AZ, Peter Sydney Australia, Frederic Montreal Canada, James Miami Beach FL, Mark M. Los Angeles CA, Freddie D, Hollywood CA. John T, New York NY. Stacy West Saint Paul MN, Dan Chicago IL, David H. Durham NC, Tom L. Phoenix AZ.

Item 1: Step Change proposal

Chancy introduced the step change proposal. He worked with David H. on the edits. Tom L. will be coming in soon to offer some added history. David H. suggested that Will H. offer some initial history.

Will H. paraphrased the history of the CMA 12 steps as outlined in the 2013 delegate packet.

David H. added more clarity on how we would proceed in acquiring the group conscious of the step change proposal as outlined in the charter. He mentioned that historically the CMA fellowship is the first twelve step group to be attempting this action.

Peter S. asked if a majority of groups decide on a change, why then a need for the pole.

James C. clarified it in a 2 step definition.

Will H. added that if we don't give these items great discussion and here the collective voice of the fellowship chaos can occur.

Chancy: reviewed the step proposal from the 2013 delegate packet.

Chancy asked if anyone had any questions.

James C. offered the fact that last year the two arguments were not in tandem and this committee held off on presenting it to the assembly.

Will H: added that we wanted to make sure that both arguments were fair and equal.

James C. proposed to read addendum one.

Will H. read addendum one from the 2013 delegate packet.

James C. asked if the background of addendum one was clear.

Peter offered that in Sydney the fellowship had a great understanding of the proposal and as a fellowship they found themselves more concerned with changing the word God to higher power. This fellowship had conducted spirited conversations on this topic.

Carol read addendum 2 from the 2013 delegate packet.

David H was concerned about grammar issues on the proposed changes.

Will H. offered that we would have the document professionally edited when it is ready.

James C. read addendum three from the 2013 delegate packet.

Carol added that she loves the document but one section felt as if the tone was harsh.

David H. the writer of the piece owned it and agreed that it was strong.

Mark M. asked if the person who asked for the step change had a resentment.

Carol made a motion to delete the following sentences in addendum three:

Do the proposed changes in the gender of steps 3, 7, and 11 make sense in the light of the resentment and damage they would cause to please a small contingent of our fellowship? Obviously not.

John T seconded the motion.

Chancy asked all in favor, any opposed and any abstentions. Motion passed.

Tom L. indorsed the two arguments that are proposed.

John T. made a motion to change a sentence in addendum three which currently reads:

Our purpose is to help the new comer achieve recovery by introducing them to a spiritual solution that will **solve all their problems**, not to impose on them a particular concept of God.

The change would be:

Our purpose is to help the new comer achieve recovery by introducing them to a spiritual solution that will **solve their problem**, not to impose on them a particular concept of God.

Motion was seconded by James C.

Chancy asked all in favor, any opposed and any abstentions. Motion passed.

James C. made a motion which reads that we ask the conference to present these proposed changes as a slate.

Stacy seconded the motion.

Mark M. asked why we broke up the proposed changes.

David H. offered the history of why this was done yet felt passionate about it being a slate.

Tom L. offered further history on the original motion.

David H. clarified that this committee is to make a report to the assembly.

He felt that the recommendation should come from this committee but still be proposed to the assembly to decide if it should be separated or presented as a slate.

Tom L. was passionate about this committee offering guidance to the fellowship and not recommendations.

Carol asked the question: What would happen to this document if we vote it in as a slate.

David H. offered that we can still present it as a slate after going through each piece.

Tom L. expressed his passion for having this topic discussed at the assembly.

James C. made a second motion to call the question.

Chancy asked all in favor, any opposed and any abstentions. Motion passed.

In favor 4 and opposed 5 and 1 abstention.

Motion to call the question did not pass.

David H. continued with a suggestion as to how to present the vote to the assembly.

Tom L. believes that the assembly should come to a conclusion.

James withdrew his motion that we ask the conference to present these proposed changes as a slate.

Tom L. felt that we need to present to the conference the opportunity to first approve of these documents and then ask if they would like to do it as a slate or separately. He went on to say that this committee could say that we feel a slate would be our recommendation.

Tom L. made a motion the reads: This committee is recommending that we present the documents as amended to the conference for their review and possible acceptance.

James C. seconded this motion.

Chancy asked all in favor, any opposed and any abstentions. Motion passed.

James asked for a sense of this group as to who wants a slate and who does not.

This group conscious was split.

David H. stated that he feels it is important for this committee to make a motion at the assembly to present the step change proposals as a slate.

10:00

Break

Reconvened at 10:30 am 3-01-2013

A discussion started by David H. about how local groups are not clear as to whether a vote is supposed to take place amongst the fellowships.

Mark M. asked if we are going to recommend or submit these step changes as individual or slate.

There was no further discussion.

Item 2: Service Manuel Proposed Edits

Chancy asked the committee to start reviewing the World Service Manual for edits.

Chancy reminded the group that this is a living document that gets updated annually.

James discussed the topic on who gets to vote at the assembly. He stated that at the beginning of the assembly we will have to authorize people outside of North America to vote. He suggests that we don't make any changes to the manual at this time.

Peter proposed the question of what would constitute people not voting.

David H. gave the proper definition of what the World Conference is.

Chancy went forward and reviewed the proposed edits/changes.

This committee had a spirited conversation on these edits and after review they approved the following edits.

Service edits have begun.

12:00 PM

The committee broke for lunch until 1:45 PM

Chancy called the meeting back to order at 1:40 PM 03-01-2013

A spirited conversation took place on the topic of general service conference vs. the term The World Service Conference.

John T. offered some history behind why this is technically not a world service conference but more of a general service conference.

David H. gave an explanation of how the steps are protected in the bi-laws and by the board of Crystal Meth Anonymous.

John T. offered that the steps are copyright protected.

David H. made it clear that the CMA World Services Manual is the manual for the world.

David H. spoke about the capital T traditions and the lower t traditions. He went on to say that at the moment we expect this manual to be used wherever there is CMA.

David H. suggests that we should define what we mean when we say World Services.

James C. disagrees with this view and feels that it is time to be clear about what we are taking about.

David H. compared and contrasted his arguments with how AA World Services works.

John T. stated that this is not the CMA World Services but rather the Service Manual for CMA World.

Stacy shared that there has been great confusion about where money's get sent because of the different titles that we use.

Carol shared that she feels that this needs explanation at the beginning of the document and that it does not have anything to do with the structure of this service.

Carol feels that the phrase should be changed and that we should stop using the term World Service as an acronym for the GSC.

Mark M: made a motion to strike the term World Services from this document.

Stacy seconded the motion.

James C. pointed out that this motion was too broad.

Mark M. retracted his motion.

James C. made a friendly amendment of Mark M.'s motion to replace where it says CMA World Services to Crystal Meth Anonymous Incorporated.

The amendment was not seconded the amended motion originated from Mark M. and amended by James C. was killed.

Peter felt that the title World Services Conference should stay in place.

James C. stated that the CMA World conference going forward would be called the CMA General Service Conference per the CMA charter as pointed out in the CMA World Manual for World Service.

James C. made a motion that where it says **CMA World Services** we replace it with **CMA world services** except when referring to the

conference that brings together all worldwide sections of the **General Service Conference**.

Doug B. seconded the motion.

Chancy asked all in favor, any opposed and any abstentions. Motion passed.

9 in favor, 0 opposed and 1 abstention.

Doug B. offered some input on trustee qualifications.

Further spirited conversation took place regarding the edits/changes.

These are the edits: see highlighted edits.

Chancy made a motion to adjourn the meeting

Mark seconded

Meeting adjourned at 4:05 PM

Appendix E: LITERATURE SUBCOMMITTEE REPORT

**2013 CMA General Service Conference Report
for the Literature Subcommittee of the GSC**

I. Agenda

The following items were discussed in the following order:

- a. *What about Meditation?* pamphlet
- b. *I Can Stay Sober* reading
- c. *Today I Can* reading
- d. *Sex in Sobriety* pamphlet
- e. *Sober Tool Kit* pamphlet
- f. *There is Hope* reading
- g. *Sex in Sobriety* pamphlet (continued)
- h. Request for submissions

II. Arguments for and against each agenda item

- a. *What about Meditation?*

Before discussing any items, the presiding chair reviewed the process by which documents become Conference approved. Whenever the subcommittee sees the need for a new piece of literature either by suggestion or by submission, a portion of the sitting members forms an ad-hoc subcommittee to develop and refine the piece of literature in its most appropriate format, whether that is in a book, as a pamphlet, as a reading, or in some other form. The new literature is then reviewed and revised by the entire Literature Subcommittee. Usually, the document is reviewed and revised several times before it is submitted for interim approval.

For the literature to become interim-approved, the Literature Subcommittee must approve to send the piece to the Board of Trustees of the GSC. The Board must then review the literature and vote for interim approval. If the piece does receive the necessary votes for interim approval, the literature is sent back to the subcommittee with suggestions for further revision. The process for interim approval can and, in fact, does usually require several passes by the Literature Subcommittee and the Board of Trustees. Once the literature receives interim approval, it is formatted to fit the standard templates and designed to appear cohesive with other CMA literature. It is posted on the website, *crystalmeth.org*, to allow the fellowship to use and distribute the new piece of literature at their meetings. The length of time between interim approval and Conference approval is indefinite, but it should be sufficiently long to allow feedback from the fellowship at large. If further revisions are necessary, the Literature

Subcommittee may do so, but the Board of Trustees will need to review the revised document and decide whether or not to continue interim approval.

Once the Literature Subcommittee feels comfortable that the piece of literature has been thoroughly vetted by the interim approval process, it can decide to put it on the agenda for Conference approval. At the first General Service Conference following this decision, the subcommittee will review and discuss the piece of literature again and decide whether or not to forward the piece of literature to the Conference floor for a vote. If the Conference approves the literature, it is immediately considered Conference-approved; if the Conference does not approve it (or the Literature Committee decides to withdraw the literature for consideration), the Conference may discuss the piece of literature and give suggestions for revisions. The piece of literature then is returned to the subcommittee, and if the document is revised further, it must go through the interim approval process again. The Literature Subcommittee may decide, at any time, to table a piece of literature to allow for the development of other new CMA documents until such time when the subcommittee deems appropriate to revisit the document.

The presiding chair then reviewed the criteria for creating CMA literature:

1. Does it respect group autonomy and the traditions as laid out in the bylaws of CMA? Answer should be YES.
2. Does it serve the primary purpose to carry the message to the addict who still suffers? Answer should be YES.
3. Does it promote unity of CMA? If not, then we should judge it to be divisive. Answer should be YES.
4. Does it allow for the diversity of our membership without alienating any particular region or demographic? Answer should be YES.
5. Does it glorify drugs, sex or profanity in any way? Answer should be NO.

These guidelines were created to align the development of all CMA literature with the Steps and Traditions of Crystal Meth Anonymous and to serve the entire fellowship of CMA as a whole.

The “What about Meditation?” pamphlet was read aloud by the members in attendance. Currently, the pamphlet is interim approved and the subcommittee is not asking for Conference approval. The hard work and contributions of the subcommittee on this pamphlet were acknowledged. While there are some minor grammatical errors, like a comma instead of a period before the word, “Visualization”, in the fourth paragraph of “How do we meditate?”, there were no suggestions for content improvements. All of the members in session really liked the pamphlet and the group decided that the interim approved pamphlet should remain on the website to allow for further use and review by the fellowship.

b. *I Can Stay Sober*

Currently, this reading has interim approval. The presiding chair read this document aloud. Discussion began about how it was used in various areas and meetings. Philadelphia CMA refers to this reading as, "There is a Solution," because they feel that is the focus of the reading. Arizona meetings also use this reading and many have incorporated it into their scripts. They have found that it has a profound effect on newcomers and in H&I meetings, but that some of those fellows with long-term sobriety don't relate as well. Although they believe this reading conveys a positive message, the major objection to this reading is that relapse is introduced too early or is introduced at all. Some meetings in North Carolina have also changed all of the "I"s to "We"s as they feel this is a program about fellows working with one another and we do not work our programs in isolation. Colorado has been using this reading for the last two years and does not have a problem with the use of "I" throughout. New York uses this reading at their H&I meetings and finds it has quite an impact on the attendees. The reading also originated in New York and was written by a fellow with long-term sobriety to relate to both the long-time fellow and the newcomer. Chicago meetings have also changed their scripts, replacing AA's version of "There is a Solution" with this reading.

Discussion continued about how the literature is used in meetings. As groups are autonomous, they have the option of not using the CMA readings and literature that the Conference approves. One of the goals of the subcommittee is to develop literature for the common welfare of the fellowship, but if the regular attendees of a meeting do not relate to a piece of approved literature, they are not obligated to use it. For instance, New York generally does not use "Are You a Tweaker?" in its meetings.

The presiding chair then asked the session to consider if they could only choose three documents currently used in meetings as the foundation for all CMA literature, what they would be. Nearly every member of the session included "How It Works", "Are You a Tweaker?" and "What is the CMA Program?" Other documents included the Traditions, the CMA Preamble (which is different from "What is the CMA Program?") and the Ninth Step Promises.

The presiding chair suggested that the subcommittee look specifically at the CMA Preamble and the Traditions when developing new documents. Readings like "Are You a Tweaker?" are just the welcome mat to a safe space where newcomers can find people like them. But documents like the Traditions and the CMA Preamble which are used throughout the fellowship regardless of demographics and geography are essential for our growing fellowship. Another member of the session suggested that the criteria for developing literature are derived from the Traditions, that the Traditions are part of the criteria (Criterion

#1) and that the subcommittee already uses both the Preamble and the Traditions to guide the development process.

There was a question regarding the use of other fellowships' literature. NA, for instance, has requested that we not use their literature or incorporate their readings in our meetings. Another one of the goals of the Literature Subcommittee is to develop our own CMA literature so that the fellowship does not need to rely upon literature developed in other fellowships. While we can abstain from using NA literature within the context of the CMA service structure such as area meetings, regional assemblies and this conference, groups are autonomous according to the Fourth Tradition. Therefore, the group conscience dictates the literature used in that meeting. Another fellow stated while attending CMA meetings, he noted that the readings were those developed by CMA and not from other fellowships.

Recently, the national phone line received a call from Iraq wanting to start its own CMA fellowship apart from AA. The phone line is also receiving calls from the Far East, like Thailand, and they are usually referred to literature on the website. In follow-up calls, the phone line has received very positive feedback regarding the literature, but one point of confusion was if all of these documents had to be incorporated into meeting scripts. An important message to convey to these emergent fellowships is that all groups are autonomous and the group conscience should be what determines what readings are used.

It was suggested that the subcommittee produce some guidelines about how to use CMA literature. Chicago would appreciate such guidelines being created to assist new meetings in developing their scripts. However, another subcommittee (Communications) is working on compiling different meeting formats and creating a starter packet for new meetings though it could be an opportunity for the Literature Subcommittee to work jointly with Communications in the packet's development. Another session member suggested that a standard format for all meeting types that included which readings were essential would be useful. Many other fellowships have and use this type of model format, i.e. their Preamble, "How It Works," and their Steps; however, there was concern expressed impinging upon group autonomy by directing meetings on what readings to use. Another subcommittee member said he had not seen any other meeting format used besides the 20 minute speaker and share format. Several attendees in the session said their areas had a variety of meeting types.

There was a question from another attendee about whether these guidelines would be separate from the starter packet. The presiding chair said that he was not so clear on how they should be developed and that it was under the purview of the Communications Subcommittee for now. Another attendee commented on when she was trying to start a new meeting and working the Steps, she wanted guidance from CMA on the readings to use and did not want to use materials that were not

CMA approved. A response to that comment is that many literature tables at CMA meetings stock both AA and NA literature and they do so because CMA is still a young fellowship and fellows still use literature from both fellowships in their programs. The session was reminded that CMA is a fellowship, not a program. Some areas use AA literature and readings exclusively, some only use NA literature and readings, and some use both. Therefore, if CMA does not have an available resource to fulfill a meeting's needs, it is legitimate to use resources from other fellowships in those meetings.

The question of writing a basic text of CMA was discussed briefly. The process of development would be brutal and if the book were written, CMA would likely no longer be a fellowship by design. Though it could not be pinpointed, it is believed that CMA has adopted the Big Book as its basic text. The way CMA differentiates itself from other fellowships is through its Steps, its readings and other pieces of approved literature like the pamphlets and *Crystal Clear: Stories of Hope*. The delegate from Australia was particularly interested in discussing the use of AA literature vs. NA literature and the development of CMA literature.

A conference attendee entered the room wishing to discuss a piece of literature he had written and submitted to the Literature Subcommittee for review at the conference session. The literature in question was not on the agenda to be discussed and, as such, could not be reviewed during this Conference.

An informal vote was taken on whether to change "I Can Stay Sober" to "We Can Stay Sober." The vote was in favor of the change, 6-4.

Chip E. (Literature Subcommittee Co-chair, Delegate from PA) made a motion proposing to change "I Can Stay Sober" to "We Can Stay Sober" and alter the rest of the reading to the "We" voice. The motion was seconded by Clifford (Delegate from AZ).

The points in favor of the motion were that this program is based upon working together and not in isolation, and that as individuals, we are powerless over crystal meth. In Steps One through Eleven, "We" is either explicitly written or implied at the front of each Step. The points against this motion are that we as individuals take an active role in recovery, that the reading is written from the perspective of the newcomer and there tends to be stronger personal identification written from this stream of consciousness, and that it could be used as a mantra.

Also, the serenity prayer is written from the first person singular point of view, though many meetings use the "We" version as its closing prayer.

A point was made about the next agenda item, "Today I Can," also has the first person singular pronoun throughout the reading. It was suggested that it might be good to have one reading using "We" and another using "I." But it was also suggested that a newcomer just coming into the rooms does not have a solution and the first word of that solution is "We."

The motion was called to question by David H. (Literature Subcommittee Secretary, Delegate from NY.) The motion carried 7-2. A minority report will be written.

The Literature Subcommittee will withdraw this reading from consideration for Conference approval and the revised reading will be resubmitted to the GSC for interim approval. There was a question about what groups using "I Can Stay

Sober” should do if “We Can Stay Sober” replaces it. The chair reaffirmed the autonomy of the groups by saying that the group conscience should determine which version they should use. The chair also noted that the Conference does have the authority to say not to change it and could move to have it approved in its original form. The Conference will also have the opportunity to provide input and feedback on the suggested revisions.

c. *Today I Can*

The secretary read the document aloud. Comments on the reading are that it is more of a meditation, and it starts and ends with “We.” A group in Phoenix reads this interactively, and the attendee from Arizona noted that both the newcomer and long-timer relate to this reading.

Aaron M. (Delegate from Colorado) made a motion to submit “Today I Can” for consideration by the Conference for its approval. Lisa (Delegate from UT) seconded the motion. There was no further discussion about the reading. The motion was called to question by David H. (Literature Subcommittee Secretary, Delegate from NY.) Motion carried unanimously, 11-0.

d. *Sex in Sobriety*

The chair stated that delegates should take into account the opinions of the groups for the area they represent, but that they should vote according to their own conscience after they are fully informed about the points of view of other areas across the fellowship. The chair stated that the Board did not have sufficient time to review this pamphlet and it suggested the subcommittee seek direction from the Conference.

The history of this pamphlet’s origins was related to group. New York Crystal Meth Anonymous (NYCMA) Intergroup has its own version of this pamphlet and the Literature Subcommittee believes it is an important topic to address. Based upon the NYCMA version, the Literature Subcommittee has been working diligently for some time on this pamphlet to give a balanced point of view of all the issues associated with sex for crystal meth addicts. The pamphlet has undergone several revisions to appeal to the fellowship as a whole. While writing and revising this pamphlet, the subcommittee did focus on the language and content so it would be comprehensible to the newcomer and would allow fellows in all areas, regardless of gender and sexual orientation, to relate. The pamphlet was written to be suggestive, and not directive in its examples; it may or may not succeed in this objective. The subcommittee submitted this pamphlet for interim approval at the same time as two other documents; those documents were considered by the Board while this document was either set aside and/or was not received by several members of the Board.

The pamphlet was read out loud by the members in attendance. A conference attendee believes the pamphlet is dictating how to behave and suggests using

personal stories instead. The pamphlet in its current form violates Tradition Ten by inserting CMA into outside issues such as sex addiction and romantic dysfunction. The language of the pamphlet is unnecessarily dramatic and uses technical terms like “neurons” that suggests an expertise in a field on which crystal meth addicts are not qualified to speak.

Another member suggests there is a gay-straight issue with this pamphlet that the subcommittee should discuss, but that it is the responsibility of the Literature Subcommittee to disseminate information on matters and issues affecting our fellowship. It is suggested that as this issue primarily affects the gay population in the fellowship, that the pamphlet be directed towards those fellows. Some members in attendance took issue with the suggestion that sober sex issues do not affect the straight people in CMA and that excluding them from the target audience would violate the spirit of the Traditions and the criteria for creating literature.

One attendee, in particular, felt strongly that this pamphlet expressed the feelings she felt but could not verbalize. She stated that the area that she represents does not take this issue seriously when other fellows laugh about their own sexually compulsive behavior and that sex and crystal meth were inextricably linked in her experience. In one Colorado group attended by straight fellows, “drug-driven sex” has been eliminated from the meeting script.

Another member suggested that there might be ways to restate the ideas and concepts expressed in the pamphlet more neutrally without being prescriptive about behavior and without resorting to personal stories which might also be prescriptive. A suggestion for phrasing this would be, “You may find that sex is a problem that leads back to using. If this is a problem for you, then here are some suggestions to avoid falling back into active addiction...”

The next speaker thought this pamphlet is an excellent starting point to help sponsors talk to their sponsees about this difficult topic. The attendee also thought that explaining to someone in early recovery about how time is needed to get their neurons back in sync is a concept they would understand. Another member pointed out that the pamphlet begins with the statement that CMA has no opinion of anyone’s sex life and then proceeds to talk about everyone’s sex life. And another member felt that even though the pamphlet is a little prescriptive, that the topic applies to the entire fellowship having sponsored a number of straight men. The attendee also likes the first few paragraphs and the concluding paragraph of the pamphlet.

Another member brought up Criterion 5 and that the area he represents feels that the pamphlet does glorify sex in the terms, “euphoric recall” and “triggering relapses.” The attendee also stated that according to Tradition Ten, sex is an issue that should only be discussed with a sponsor and in the Big Book, it does address the issue of sex but if the pamphlet were to only take suggestions from there, then the segment of the fellowship that uses NA literature as its guide. Another point made from female fellows in Arizona was that using sex to obtain drugs was not addressed and that they did not identify with hooking up online. The next point was that the pamphlet talks about using our connections or being used by them, but never addresses misuse or abuse. Finally, once someone works the Steps, then

their previous triggers should not cause them to feel the urge to use since they have been released from fear. The member then asked the question if working the Steps of CMA addresses sexual addiction, and for that member, it did not and he went back to Step One to work on his sexual addiction. The member continued to speak about how the next part addresses the solution by talking about people, places and things, and loneliness but that previously, sex and drugs were being glorified. However, he agrees that something is needed to start the conversation with newcomers and sponsees, but that the pamphlet has lost the sense of the basic texts upon which it was based.

The next speaker responded to the question about sexual addiction and related that before crystal meth, he was a sex addict, and working the Steps thoroughly and completely alleviated his desire to use crystal meth and act on sexual compulsion. The Steps allowed the speaker to work on all aspects of his life and his character, not just his addiction to crystal meth, and so he was relieved of the compulsion to act out sexually. The member could see the value in having personal stories in the pamphlet but was concerned about the length of the pamphlet if such experiences were incorporated. There is also concern about the length of the pamphlet as is. A point was made that if personal experiences were included, that all perspectives (gay male, straight male, lesbian and straight female) need to be represented.

Another fellow stated that the pamphlet should focus on the newcomer and acknowledge that sex does take people out. This issue affects everyone, not just gay men, because sex is a natural instinct and it gets recovering addicts into trouble. Yet sponsors do not want to talk about it, mostly due to discomfort and lack of knowledge on how to have a conversation about the issue. Additionally, sponsees often lie to their sponsors about sexual issues as it relates to recovery. The question is how to effectively combine sex and spirituality, i.e. how to bring God into the bedroom.

In the development of this pamphlet, experiences from straight women and men were sought and sex is a common issue among recovering crystal meth addicts regardless of gender and sexual orientation. The subcommittee working on this pamphlet used language they believed was more neutral and comprehensible to the entire fellowship and addressed the topic in a way that did not glorify drug-driven sex or sex as leverage to acquire drugs. The subcommittee also used the Big Book as its basis for the solution described in the pamphlet. It also considered using personal stories in the pamphlet, but there was concern that personal stories would describe experiences in even more detail than the pamphlet does currently and lead the newcomer away from recovery in search of those experiences again. Editing this pamphlet will be necessary, but it is more productive to put everything on paper and then pare it down. However, story selection could be daunting and could alienate those who are not chosen.

There was a suggestion that the subcommittee could take excerpts from stories and use them as starting points for discussing the topic. These excerpts would

illustrate the issues surrounding sex and crystal meth, and how fellows practice the principles of the program in their sexual lives.

There was a question posed: did we use drugs to have sex or have sex to use drugs? Or both? The majority of the session attendees answered both. Then the question about whether both straight and gay people actually engage in the same behaviors (i.e. go to a bar, find someone to hook up with and entice them with crystal meth) was introduced. To treat different behaviors as identical would not serve the fellowship.

The chair stated his experience is that when people get high and have sex, it is because they want to get high, not because they want to have sex. Another member said that he had sponsored straight men who used crystal and had sex, and he had gay people who used crystal to work longer and finish projects. The next speaker said that his usage of crystal meth was tied to sex, but the primary driver was to get high as there were times that sex was not involved. The common factor for those who used crystal and had sex was that they did not want to be alone and they wanted to feel validated. It would serve the fellowship more effectively if the pamphlet centered more on the inner conflict of the crystal meth addict (like using sex to mitigate feelings of loneliness) rather than the physical acts. The program of recovery is about working on the defects of character which drive the crystal meth addict to act out, not about directing them on what type of sexual behavior is appropriate.

The question of continuing discussion on the topic and working on this pamphlet was brought to an informal vote. The vote was 11-0 in favor of continuing to work on this pamphlet so that it is in line with the Traditions and the criteria for creating CMA literature. The group agreed that contributions from a diverse selection across the entire fellowship were needed. It also agreed that a diverse group of fellows are needed to edit this pamphlet.

The strategy for working on this pamphlet would be to compile quotes and short stories from fellows, and a list of issues to be addressed in the pamphlet. The solution to these issues should directly relate to the Steps. If other tools of recovery are used (i.e. people, places and things), the subcommittee needs to exercise caution and couch it around practicing the principles of the Steps. The pamphlet should only be focused on the link between sex and meth, and how to build a sober sexual ideal, and not meander into sexual addiction and romantic dysfunction. The language of the pamphlet should be neutral, not dramatic. The pamphlet should answer the question, "I'm new to recovery. What do I do about sex?"

Discussion about the direction of the pamphlet was tabled until later in the day.

e. *Sober Tool Kit*

The pamphlet was read out loud by the group. The way some of the topics were addressed violates the spirit of Tradition Ten by introducing outside issues or by being prescriptive. It was pointed out in the introduction, that fellows should "keep it simple," but the length of this pamphlet and the number of suggestions

seems to contradict this statement. A newcomer would have difficulty getting through this document without getting overwhelmed. The pamphlet was compared to a condensed version of “Living Sober.” However, “Living Sober” focuses on Step One. The pamphlet needs only to convey essential information, but the way it is conveyed needs work.

The next speaker said he sees this document as two different pamphlets: one which is about the tools of the program and the Twelve Steps, and the other is about tools derived from the experiences of other fellows. Others in the group agreed with this assertion, saying all the information is important but the fellowship would be better served by two pamphlets.

Another member commented on how there has to be continuity in our literature, and that the language of the pamphlet needs revision to adhere to the spirit of the Traditions. For instance, the concept of H.O.W. (honesty, open-mindedness and willingness) is described as the principle behind Steps One, Two and Three, but the validity of that statement is questionable if they are not described as such in the literature that the fellowship uses. The principles were described elsewhere as acceptance, faith and surrender. Also, under the topic of meetings, relapse is discussed and comments from Arizona were that they thought meetings were to hear experience, strength and hope, not pain and nightmares. Also, the phone line and sober events are not listed as tools. It was noted that the phone line is not listed on any of the pamphlets currently.

There was suggestion that like the “Sex in Sobriety” pamphlet, quotes and personal experiences should be used because in its current state, the pamphlet would not pass muster with the Board. A suggestion like “Ninety in Ninety” is helpful, but because it is not based in the fundamentals of the program, i.e. trust God, clean house, do the Twelve Steps, that is not appropriate to include it in official CMA literature.

A question regarding duplication and redundancy of the available information was asked. Many of the tools listed in this pamphlet have been addressed in other CMA literature, so why do we need to repeat this information? Several in the group voiced the opinion that redundancy is good for the newcomer, especially since they tend not to be listening the first few (or few hundred) times. Also, the first thing the newcomer sees is the pamphlet cover, and what may encourage the newcomer to pick up a pamphlet may cause another to disregard it (and vice versa.)

A question was asked whether the group believed that the message of recovery was being diluted by grouping all of these tools together and describing them. It might serve the fellowship better to have a collection of personal experiences that illustrate the practical application of these tools. Newcomers need a single piece of literature where they can find all the tools of recovery.

The next question referred to the amount of literature already available, and whether we were producing too much literature and overwhelming fellows. Currently, nine pamphlets are available on the website. It is also useful that if the topic of a meeting coincides with a pamphlet topic, to have that pamphlet on hand at the meeting for the newcomer to take with them. One member stated that the

subcommittee does not know by what avenue or which topic the addict who still suffers is going to receive the message of recovery.

A member commented that someone said this pamphlet was geared towards the newcomer, and if that were true, it would be a violation of the criteria by alienating those with long-term sobriety. To clarify what was intended, the respondent stated that the target audience for the pamphlet was the entire fellowship but that the intention was to use language and content that was comprehensible for the newcomer.

There was a comment that many fellows do not perceive the pamphlets as literature. When literature is mentioned in the fellowship, the first thing that comes to mind is *Crystal Clear: Stories of Hope*. A session attendee mentioned that compiling the pamphlets into book form might benefit the fellowship, but such a book could be problematic as fellows may substitute it for working the Steps. Many in the fellowship thought that *Crystal Clear: Stories of Hope* would be the basic text of CMA and some still have the misconception that it is until they read it. If a compilation of pamphlets were published, a disclaimer might be needed that it is not a substitute for working the Steps with a sponsor.

Aaron M. (Delegate from Colorado) made a motion to continue working on “Sober Tool Kit” as two separate pamphlets. David H. (Literature Subcommittee Secretary, Delegate from NY) seconded the motion. One member thought the first part of the pamphlet might need some minor revision, but believed it was “good to go,” but the other part should use personal experiences that clearly illustrate each suggestion and should have the disclaimer that these experiential tips are not a substitute for working the Steps. However, all of the information presented in the pamphlet is necessary to assist our fellows in recovery. The motion was called to question by Aaron M. (Delegate from Colorado.) The motion carried 10-1.

f. *There is Hope*

The reading was read aloud by the group. The following changes were suggested: Change “seemingly hopeless state” to “seemingly hopeless state of mind, body and spirit”, change “life without crystal” to “life without crystal meth”, change “a conception of a higher power” to “our own conception of a Higher Power”, change “love replaced selfishness” to “love replaced our selfishness”, and eliminate the last sentences which reads, “After a moment of silence for the crystal meth addict who is still suffering without a solution, would you please join me in the serenity prayer.” The reason for the elimination of the last sentence was that the conference participants felt it was directing the group or speaker on how to end the meeting. The group generally agreed with the proposed changes.

Clifford (Delegate from AZ) made a motion to approve the proposed changes. David H. (Literature Subcommittee Secretary, Delegate from NY) made a friendly amendment that we recommend this reading to the Board for interim approval; the friendly amendment was accepted. The entire motion was seconded by

Aaron M. (Delegate from Colorado). There was no further discussion about the reading. It was called to question by David H. The motion carried 9-0.

g. *Sex in Sobriety* revisited

The chair said that the group working on this pamphlet needs to be clear on the direction in which to take this pamphlet, which had been discussed previously. The chair also indicated previous members of the subcommittee working on this pamphlet and asked for other volunteers. As discussed previously, the pamphlet should incorporate quotes and excerpts of personal experience as starting points for linking sex and sobriety along with extricating sex from using crystal meth. The pamphlet should place the newcomer first, and address the rest of the fellowship later in the pamphlet.

The chair then continued that volunteers were also needed to work on the Sober Tool Kit pamphlet. Because the current chair for constructing that pamphlet was not present at the conference, the secretary said he would take down the names of volunteers for these subcommittees and he would help those members could organize themselves after the Conference.

What do you tell the newcomer or a sponsee in early recovery about having sex? The following suggestions made by the group: abstinence from both sex and intimate relationships, describe your own personal experience, do not direct them on what they should do, be honest and open, think about the consequences, have a plan if one of you goes out if you're married, engaged or partnered, suggest not to make any drastic changes, focus first on recovery and staying sober, counsel with your sponsor and check your motives. The point is that all of these suggestions are just that, and the pamphlet should make it clear that these are suggestions that have worked for other fellows.

It was suggested that for this pamphlet to get interim approval by the Board, that the pamphlet needs to use first person perspective and use the personal inventory to be a testimonial about how intertwined sex and drugs were, followed by the suggestions used by those people to navigate the path of sober sex. The group reviewed the section in the Big Book about sex and agreed that it should be used to guide the subcommittee in revising the pamphlet.

The question about how this information should be conveyed to the newcomer should be left up to the subcommittee members that will work on this pamphlet, as it will need to be reviewed by the entire Literature Subcommittee at some point before resubmitting it to the Board. However, all the committee members need to be aware that what is benign for one fellow could provoke another to act out. The basic point is that all of us need time to heal and to work the program to clarify our sexual ideal without instructing us on what that should be or how we should act.

There was some discussion about how we talk to newcomers and sponsees on subjects (i.e. relationships) we do not feel qualified to talk about. Some felt that working the Steps, taking inventory and discussing what the Big Book has to say about sex would help, but that we certainly should not dispense relationship advice. Others felt that it did not matter whether or not the person was in a relationship or not, that sex is sex and we can certainly speak about the issues surrounding sex in sobriety regardless of relationship status. As sponsors, we could direct them to people who have had similar experiences in the past to help them navigate their issues. Within the pamphlet, the separation of sex from relationships and intimacy needs to be clear.

Out of the three documents that were sent to the Board for review to be interim approved, this was the only document that supposedly was not read (or received) by the majority of the Board members. The Literature Subcommittee wonders what are the Board's fears regarding this document. While the subcommittee has heard that the Board feels that sex is an outside issue, the subcommittee believes that as sex is addressed in the Big Book, it is not an outside issue and for many fellows in CMA, it needs to be addressed. The pamphlet should serve to clarify the issues surrounding sex and meth for newcomers and as a tool for sponsors to have a conversation with their sponsees.

An attendee suggested starting with the "We Can Stay Sober" section, the subcommittee can address taking inventory with the "People, Places and Things" piece, discussing issues such as loneliness, and giving suggestions like avoiding major changes. However, using the word, "trigger" implies that fellows never recover from addiction, and it should be avoided. The entire pamphlet needs revision to make it less dramatic. Another attendee liked paragraphs 1, 4 and 5 of the introduction to lead the personal experiences that would follow.

The group came to a consensus about the direction of the changes in this document:

- The topic of sex in the pamphlet needs to be discussed outside of the topic of relationships and intimacy.
- The pamphlet should center on taking personal inventory to identify issues such as loneliness, selfishness, etc.
- The pamphlet should use first person experiences of taking inventory, identifying issues and using the tools of recovery as it relates to sex in sobriety.

As far as the current pamphlet text, some other suggestions were to use the first two paragraphs of the pamphlet, but change the first sentence to, "Crystal Meth Anonymous is a fellowship whose primary purpose is to lead a sober life and to carry the message of recovery to the crystal meth addict who still suffers." The group felt it was important to first state what CMA is, and then start discussing the topic of sex in sobriety. Also, there was a suggestion to take paragraph in the Connection section and move it right after the second paragraph of the introduction. Another suggestion was to go right into "We Can Stay Sober"

section after stating CMA's primary purpose, as that discusses the solution, i.e. taking personal inventory.

The secretary took down the names of new volunteers for the pamphlet advisory group that will continue revising the pamphlet. The chair will make an announcement that the pamphlet has been pulled from Conference review so the subcommittee can continue working on it. The decision was that work would continue to bring the pamphlet in line with the Traditions and the criteria for literature development, and to subject the document to rigorous review so that it can be considered by the Board for interim approval. The chair felt that the Conference would still want to have its input heard regarding this pamphlet and the subcommittee should seriously consider that feedback.

h. Request for submissions/other discussions

The subcommittee will continue to solicit for readings like *There is Hope* and *Today I Can* to develop a diverse selection of readings that are unique to CMA. The hope is that meetings will incorporate them into their formats and become less reliant on readings from other fellowships. The subcommittee will also solicit for more submissions about working the Steps, life in recovery, and in particular, stories from women in CMA. The subcommittee would also welcome ideas regarding standard meeting formats.

The chair announced the secretary of the subcommittee will be stepping down from his position as of June 30, 2013. The suggested requirements for this commitment are one year of continuous clean time and thorough knowledge of the Twelve Steps and Twelve Traditions. There was discussion about whether anyone interested needs to have worked all Twelve Steps; the current secretary noted that he had not worked all Twelve Steps when he started as secretary (though he has since then). He also said that he did have a working knowledge of all Twelve Steps and Twelve Traditions. The one absolute requirement to be secretary is dedication to service.

There were reports from the liaisons to Literature Subcommittee. The liaison from H&I reported that they continue work on their own H&I meeting starter packet and upcoming pamphlet/booklet focusing on recovery in prison. The liaison from PI&O reported that the first ever CMA membership survey is being conducted. They are also compiling a new PI&O workbook for people interested in doing service and are monitoring the new national phone line (855-METH-FRE). The literature subcommittee also noted that the national phone line should be printed on all CMA literature including pamphlets.

III. Final decisions, including vote counts

a. *What about Meditation?*

This interim approved pamphlet will remain on the website for further review by the fellowship at large for the foreseeable future. Pending their feedback, the pamphlet may be revised but the hope is that this pamphlet will soon be ready for Conference approval.

b. *I Can Stay Sober*

Motion proposing to change “I Can Stay Sober” to “We Can Stay Sober” and alter the rest of the reading to the “We” voice carried **7-2** with no abstentions. The Literature Subcommittee will withdraw this reading from consideration for Conference approval and the revised reading will be resubmitted to the GSC for interim approval. Groups that are already using “I Can Stay Sober” in its current form may continue to do so if that is their group conscience, according to the principle of group autonomy expressed in the Fourth Tradition. The subcommittee will also consider the comments, feedback and input provided by the General Conference about the suggested edits.

c. *Today I Can*

Motion to submit this reading for Conference approval carried unanimously, **11-0**.

d. *Sex in Sobriety*

After a lengthy discussion on the merits and flaws of this pamphlet, a vote was taken on whether or not to continue working on this pamphlet. The vote was unanimously in favor of continuing to work on this pamphlet, **11-0**. There was general agreement among the attendees this pamphlet should focus on the newcomer and answer the question, “I’m new to recovery. What do I do about sex?” The strategy for revising the pamphlet includes:

- Compiling quotes and short stories from a diverse selection of fellows, and a list of issues to be addressed.
- Describing the solution based around Stepwork, and if other tools are described, they should be described in relation to working the Steps.
- Focusing only on the link between sex and meth, and how to build a sober sexual ideal, and not meander into outside issues like sexual addiction and romantic dysfunction.
- Rewriting the pamphlet so the language is neutral, non-technical, and aligned with the spirit of the Traditions and criteria for literature development.

e. *Sober Tool Kit*

Motion to continue working on this document as two separate pamphlets, the first part being the *Sober Tool Kit* as tools of the program and the second being

tools derived from the experience of fellowship, carried **10-1**. The attendees generally agreed that all the information conveyed in the document was necessary, but that it might serve the fellowship better if the second pamphlet used personal experiences to illustrate each suggested tool and had a disclaimer that these experiential tips were not a substitute for working the Steps with a sponsor.

f. *There is Hope*

Motion to recommend this reading to the Board for interim approval with following changes:

- Change “seemingly hopeless state” to “seemingly hopeless state of mind, body and spirit”
- Change “life without crystal” to “life without crystal meth”
- Change “a conception of a higher power” to “our own conception of a Higher Power”
- Change “love replaced selfishness” to :”love replaced our selfishness”
- Eliminate the last sentences which reads, “After a moment of silence for the crystal meth addict who is still suffering without a solution, would you please join me in the serenity prayer.”

carried unanimously, **9-0**.

g. *Sex in Sobriety* revisited

The attendees came to a consensus to further refine the direction of the pamphlet:

- The topic of sex in the pamphlet needs to be discussed outside of the topic of relationships and intimacy.
- The pamphlet should center on taking personal inventory to identify issues such as loneliness, selfishness, etc.
- The pamphlet should use first person experiences of taking inventory, identifying issues and using the tools of recovery as it relates to sex in sobriety.

It was agreed that that the pamphlet should begin with what CMA is: “Crystal Meth Anonymous is a fellowship whose primary purpose is to lead a sober life and to carry the message of recovery to the crystal meth addict who still suffers.” Following this introduction, there were several suggestions on how to address the topic of sex in sobriety and revise the pamphlet, but the panel in attendance agreed that with the suggested guidelines as laid out, the advisory group working on this pamphlet had enough direction to continue editing this document on their own.

h. Request for submissions/other discussions

The subcommittee will continue to solicit for readings like *There is Hope* and *Today I Can* to develop a diverse selection of readings that are unique to CMA, in

addition to submissions about working the Steps, life in recovery, and stories from women. The subcommittee would also welcome ideas regarding standard meeting formats.

The secretary also announced he would be resigning as of June 30, 2013. The suggested requirements are one year of continuous clean time, working knowledge of the Twelve Steps and Twelve Traditions, and dedication to doing service.

IV. Minority report

Regarding the motion which carried to change “I Can Stay Sober” to “We Can Stay Sober,” and to alter the rest of the reading to read from the first person plural voice:

The author of this piece has several years of sobriety, but when he wrote this, he placed himself into the shoes of the newcomer and how they would feel during their first few meetings when they would hear speakers qualify on their experience, strength and hope. He has sponsored many newcomers over the years and wanted to express what they had told him when they heard there was a solution that could work for them. For artistic integrity and a deeper personal connection to others first walking into the rooms of recovery, the reading was written from a first person singular perspective. The point of that is although the fellowship works as whole to help the newcomer work their program, those newcomers as individuals stepped over the threshold and are often not even aware of the support available in the collective program. They may have been remanded by the courts or even asked someone else to accompany them to their first meeting, but they as individuals made that choice to enter the rooms and find out what CMA was.

By changing the singular voice to plural, it may more accurately reflect the program of recovery but that sense of identification for the newcomer is lost in translation. That deeper personal connection to their own program is severed. Each fellow’s program, although based upon common principles found in the Steps, is unique and the singular voice is meant to reflect that. The newcomer using this reading as a set of mantras needs to be able to connect with the rest of the fellowship, and to find the strength to pick up the set of tools laid at her feet and actually use them. Changing the voice creates a disconnect between the newcomer and the rest of the fellowship. In discussing this motion, there are other readings which use the first person singular voice including the serenity prayer. This motion alters the intent and artistic integrity of the reading as originally written in the singular voice from the perspective of the newcomer, seeking to identify with others in the fellowship and to find the strength and courage to stay sober.

V. Steps for future actions

a. *What about Meditation?*

The subcommittee will review the feedback received regarding this interim approved pamphlet and revise it if necessary. The hope is that this pamphlet will soon be ready for Conference approval.

b. *I Can Stay Sober*

With the motion that changes this reading from the singular voice to the plural voice, the subcommittee is withdrawing this document from consideration for Conference approval and the revised reading will be resubmitted to the GSC for interim approval. However, if a group is already using the original interim-approved reading, group conscience should determine which version to use. It was noted that the Conference does have the authority to say not to change it and could move to have it approved in its original form, or the Conference could just provide input and feedback on the suggested revisions.

c. *Today I Can*

This reading will be submitted for Conference approval.

d. *Sex in Sobriety*

The chair of the Literature Subcommittee will make an announcement that the pamphlet has been pulled from Conference review so the subcommittee can continue working on it. The head of this pamphlet's sub-advisory group will organize the conference calls between its members and the secretary of the subcommittee will forward the names and emails of the volunteers to revise this pamphlet to the pamphlet sub-advisory group head. The sub-advisory group should use the list of guidelines as described in section III, parts d. and g. to assist them in reconstructing the pamphlet and, in addition, should consider all of the suggestions from the conference panel attendees in section II, parts d. and g. The pamphlet sub-advisory group should also consider the comments, input and feedback that is expected to be provided by the General Conference.

e. *Sober Tool Kit*

This pamphlet's sub-advisory group will continue working on this document as two separate pamphlets, the first part being the tools of the program which is known as *Sober Tool Kit*, and the second being tools derived from the experience of fellowship. It was suggested that the second pamphlet use personal experiences to illustrate each suggested tool and had a disclaimer that these experiential tips were not a substitute for working the Steps with a sponsor. The sub-advisory group should also maintain the spirit of the Traditions and continuity with other pieces of CMA literature.

f. *There is Hope*

The subcommittee will recommend this reading to the Board for interim approval with the suggested changes listed in section III part f.

g. *Sex in Sobriety* revisited

Please refer to part d. in this section regarding the future actions suggested for this pamphlet.

h. Request for submissions/other discussions

The subcommittee will continue to solicit for readings like *There is Hope* and *Today I Can* to develop a diverse selection of readings that are unique to CMA, in addition to submissions about working the Steps, life in recovery, and stories from women. The subcommittee would also welcome ideas regarding standard meeting formats. The subcommittee will endeavor to find an appropriate replacement for the subcommittee's secretary who will be stepping down as of June 30, 2013.

VI. Appendix – Minutes

Literature Breakout Morning Session

Roll Call: Scott L. (SLC), David H. (NYC), Chip (Philly), Rick(OC), Lisa (SLC), Clifford (Tempe), Tim (Dallas), TJ (Charlotte), Aaron (Denver), Bob S(LA), Kylon (Chicago), Rick B. (LA)

What about Meditation

Scott went over the process by which documents become Conference approved. He also went over the Criteria.

The pamphlet was read. Acknowledged the hard work and contributions of the group on this pamphlet. Grammar: Period instead of comma before "Visualization" in the 4th paragraph of "How do we meditate?" The session really likes the pamphlet. Will stay on website for review.

I Can Stay Sober

The reading was reviewed. Referred to "There Is A Solution" in Philly. Arizona has been using it too. Especially effective in H&I and on newcomers. Some with longer-term sobriety don't relate. Feel it brings up relapse too early. Says "I"

instead of “We”. Chicago changed from “There is a Solution” to “I Can Stay Sober”.

Pointed out that approved readings and literature do not have to be used. Groups are autonomus. Develop literature for the common welfare of the fellowship.

Three items that we would hang on to: Traditions, Are You a Tweaker?, What is CMA? (Preamble and Program), How It Works, 9th Step Promises (foundational documents)

Question about using other fellowship’s literature (i.e. NA has requested that we not use their literature). Can abstain from using it within the service structure, groups are autonomous – they follow their own conscience. Goal is to develop alternative literature in CMA. In Iraq (through Hotline), want to be separate fellowship from AA. Question about reading all of these documents in a meeting and suggested meeting formats. What are the essential recommended readings for each meeting?

Question about directing meetings about which readings to use, impinging upon their autonomy. Reminder about CMA being a fellowship, not a program. Some areas use AA literature only, some NA only, some both.

“We” vs. “I”: informal vote 6 vs. 4

Chip makes motion: Proposed to change “I Can Stay Sober” to “We Can Stay Sober”. Seconded (Clifford)

Discussion: Sobriety starts with me. It’s a “We” program. Focus on the newcomer. I have an active role in recovery. Stream of consciousness, thinking out loud, perspective of a newcomer. More like a mantra. Speaks to powerlessness. Serenity prayer is written from singular person.

Motion carries: 7 to 2. Committee will resubmit to the Board. Withdraw from Conference.

Minority report will be written.

Today I Can

The reading was reviewed.

Starts and ends with “we”. More of a meditation. “Today I Can” is said together by group in Phoenix.

Aaron made a motion: “Today I Can” will submit for consideration approval by the General Conference. Seconded by Lisa.

Passed 11-0

Sex in Sobriety

The history of this pamphlet's origins was related to the group. The pamphlet was read through.

Topic should be addressed; suggestion to use personal stories. Coming into conflict with Tradition 10 all over regarding outside issues. Take the drama out. Using technical terms like "neurons."

Gay-straight issue. Our responsibility to disseminate information. If this is supposed to be directed to the gay community, then say so.

"Drug-driven" sex taken out of the script in some straight groups. "If this is a problem for you, then..."

Make it more neutral. A bit contradictory – "No opinion on your sex life." A little prescriptive – this is what you should do.

Question about Criteria 5: glorifying sex and drugs? Using sex to get drugs – not addressed? Misuse/abuse of sex and connections. If we are recovered, then why are we still being triggered? Does working the Steps of CMA address our sex addiction.

Concern about the length of the pamphlet. All perspectives (gay man, lesbian, straight man, straight woman).

Focus on newcomers... sex does take us out. This issue affects everyone, not just gay men. It is an instinct. How do we effectively combine sex and spirituality? How can a sponsor talk to a sponsee about sex. Tried to bring pgs. 69-70 of the Big Book. Personal stories could be very triggering!

Use quotes or short paragraphs as jumping-off points for discussion. Story selection could be a daunting task.

Did we use drugs to have sex, or have sex to use drugs? Or both? Using sex to not be alone.

Focus more on the internal aspects rather than the physical acts (like using sex to mitigate feelings of loneliness, to be validated).

Question about continuing on this topic and working on this pamphlet. 11-0 in favor of working on this pamphlet revising it so that it is in line with the Traditions and Criteria. Need a diverse group from all areas of the fellowship to contribute.

Strategy: list of issues, teaching points, obtain quotes/very short stories, use them to discuss in relation to our recovery. Let it be focused only on sex and meth, how they are linked – here are some suggestions.

New in recovery, what should I do?

Topic about the direction of the pamphlet tabled until later.

Sober Tool Kit

Could also pick apart regarding Tradition 10. Outside issues, being prescriptive or dictative.

Supposed to “keep it simple.” Condensed “Living Sober” (AA book).

Two different pamphlets: One from the Twelve Steps (i.e. from the program) and one from the experience of the fellowship.

Room for improvement regarding some phrases and wording. Concepts of H.O.W. assigned to the Steps... who decided which Steps they apply to?

Blurbs/quotes – personal experiences – only way it will pass the Board.

Why repeat the tools that have been addressed before? Duplication and redundancy is good, especially for the newcomer.

Are we watering down our message by grouping all of this together?

How much literature is too much? We have nine pamphlets. Don't know what avenue or topic is going to reach the addict who still suffers.

Issue with how the information is being conveyed, but the information is essential.

Book of Conference-approved pamphlets. Fellows don't think of literature as the pamphlets; they think of the green book.

With the experience from the fellowship, some may substitute it for working the Steps. Disclaimer may be needed. Experiential tips from 1st person perspective.

Steps, God, Clean house – some people think that's all CMA should be.

Aaron made the motion to continue working on Sober Toolkit as two separate pamphlets. 10-1 in favor.

Literature Breakout Afternoon Session

Roll Call: Scott L. (SLC), David H. (NYC), Chip (Philly), Rick(OC), Lisa (SLC), Clifford (Tempe), Tim (Dallas), TJ (Charlotte), Aaron (Denver), Mike K. (Las Vegas), Kylon (Chicago), Bob S. (LA)

There is Hope

The reading was reviewed.

“Seeming hopeless state mind, body and spirit.” “life without crystal *meth...*” “a conception” → “our own conception” “replaced our selfishness” end of second paragraph.

Last sentence should be eliminated... telling the group what to do.

Clifford made a motion to approve the edits. David friendly amendment--- recommend for interim approval. Approved 9-0.

Sex in Sobriety rehash!

Scott asked for volunteers to help out with the Sex pamphlet. Also asked for volunteers for the Sober Tool Kit pamphlets. Headers and quotes are the way to go. The pamphlet needs to go in a direction towards linking sex with sobriety and extricating it from using.

What do you tell a sponsee in early recovery who says that she wants to have sex?

Suggest abstinence, relate personal experience, try not to direct them what to do, have to be honest, and think about the consequences. Married or engaged... have a plan if one of them goes out. No drastic changes. **These are all suggestions!**

Testimonial about how intertwined sex and drugs were, then get into suggestions. First person, followed by personal inventory to get past the Board. Counsel with your sponsor and check your motives.

Reviewed the part of the BB about sex. Suggested that we use this for guidance in reconstructing the pamphlet. But how do we convey this to the newcomer? And what do we say exactly?

Board did not read it... wondering what they fear? The one document (out of three) that did not get read.

Start with the section beginning with “We Can Stay Sober”. Needs revision to make it less dramatic. The breakout seems to give some guidance about taking inventory.

Separate sex from relationships and intimacy.

Part 2!

- 1) Sex singularly as a topic (no relationships/intimacy)
- 2) Inventory to identify issues (loneliness, selfishness, etc.)
- 3) First person experiences

Paragraph 2 at the end of Connections.

Strike the first sentence about “having no opinion.”

“Crystal Meth Anonymous is a fellowship whose primary...”

Subadvisory for this pamphlet – TJ, Tim, Kylon, Lisa

Scott will make the announcement that the pamphlet has been pulled so the subcommittee can continue work on it.

Submissions Request

Women’s stories, more readings, experiences with Stepwork, recovery stories

Request for new secretary as of June 30th. Discussion about requirements (1 year/ 12 and 12). Dedication to service is an absolute.

Liaison from H&I – Starter packet, Jails pamphlet

Liaison from PI&O – Conducting the survey, workbook, phonenumber

Literature committee would like to see the helpline number on the literature (pamphlets)

APPENDIX F: PUBLIC INFORMATION AND OUTREACH SUBCOMMITTEE REPORT

Per the guidelines provided, this Conference report includes:

- I. Agenda
- II. Arguments for and against each agenda item discussed
- III. Final decisions made, including vote counts for and against
- IV. Any minority reports
- V. Steps for future actions
- VI. Appendix – Minutes

I. Agenda

2013 CMA WORLD CONFERENCE

Minneapolis, MN

Public Information & Outreach

AGENDA

- 8:00 Call to Order
Serenity Prayer
12 Traditions
12 Service Concepts
- 8:15 Introduction
Mission Statement & Vision Statement
- 8:30 Hospitals and Institutions / Public Information Joint Subcommittee (HIPI)
- 9:30 National Phone Line (855-METH-FRE)
- 10:30 Membership Survey
- 12:00 LUNCH
- 1:30 PI&O Workbook
- 3:30 Anonymity Workshop
- 4:30 Recap / Discussion of Plan for Future
- 5:00 Closing Prayer / Adjourn

II. Arguments for and against each agenda item discussed

“HIPI” JOINT SUBCOMITTEE: General discussion and overview only; no motions were made.

NATIONAL PHONE LINE: One (1) Motion made and approved (see Section III); there were no arguments against.

MEMBERSHIP SURVEY: Review, discussion and feedback only; no motions were made.

PI&O WORKBOOK: One (1) Motion made and approved (see Section III); no arguments against.

ANONYMITY WORKSHOP One (1) Motion was made and approved. There was one(1) vote against the motion, and that person gave a minority report (see Section IV). Following the minority report, there was a vote to reconsider the motion, which passed. The original motion in a re-stated form (see Section III) was then approved, with one(1) abstention. That abstention then gave a minority report (see Section IV). Following the minority report, there was no motion to reconsider therefore, the approved motion carries.

III. Final Decisions Made

NATIONAL PHONE LINE:

MOTION approved to ask the Conference delegates bring back an announcement that anyone interested in volunteering, and being trained for responding to calls for the CMA national helpline, to please contact Public Information & Outreach. **MOTION** passed unanimously, with 15 votes in favor.

PI&O WORKBOOK:

MOTION approved to proceed with the PI&O Workbook project as preliminarily outlined in the Delegate Packet. **MOTION** passed unanimously, with 15 votes in favor.

ANONYMITY WORKSHOP:

MOTION approved for PI&O to produce a workshop to facilitate a discussion at the group level about Anonymity as a Spiritual Concept in CMA. The **MOTION** passed with a vote of 14 in favor and 1 abstention. As an addendum to the motion, the following suggestions were requested to be passed along to the workshop subcommittee:

The workshop needs to (i) be consistently presented; (ii) utilize real world examples; (iii) be primarily focused on having the conversation, not necessarily making decisions; and (iv) be produced expeditiously which recognizing the limited financial resources which are currently available.

IV. Minority Reports

ANONYMITY WORKSHOP:

The minority report by the person who voted against the MOTION in its originally-stated form made the point that parts of the motion seemed to be overstepping and might possibly be viewed by the workshop subcommittee as demanding or burdensome.

The minority report by the person who voted against the MOTION in its final approved form, stated that they believe the issue of anonymity has been hashed out at the group level, has been started as a pamphlet by the CMA Literature Committee already, as well as by AA to a large extent, and therefore we don't need to "recreate the wheel". Furthermore, it is not directed to the "non-addict" which is who we, as PI&O, are charged with serving.

V. Steps for Further Action

"HIPI" JOINT SUBCOMITTEE: Volunteers are in place to start the joint subcommittee, headed up by Richard and Jack; more volunteers from H&I / PI&O are being sought. Initial conference call will be scheduled and then held once a month going forward. (Jack)

NATIONAL PHONE LINE: Decision needs to be made regarding whether or not to phase out (213) Help Line number. Announcement is going to be made requesting additional volunteers to join those already responding to national help line calls. (Clifford/DA)

MEMBERSHIP SURVEY: Following the March 31st deadline for completed surveys, the completed surveys need to be input into QuestionPro. Cumulative reporting of results to then be drafted into report format. (Tanner / Billy)

PI&O WORKBOOK: Utilizing current outline, we need to establish which documents we already have and which documents need to be created yet. Following that step, portions of the workbook will be specifically assigned to individuals or small groups serving on the workbook subcommittee. Also, we probably need to get more people on board. Further, everyone was asked to report to their Area that content such as this is being worked on and will be a resource for them, so they should keep checking the website. (Tanner)

ANONYMITY WORKSHOP Advise Rick B.'s to continue work to develop the workshop, but in a format other than video due to the projected cost. And additionally considering the suggestions put forth from the discussion had during the Conference. (Jack/Rick B.)

VI. Appendix – Minutes

2013 CMA WORLD CONFERENCE

Minneapolis, MN

Public Information & Outreach

MINUTES

Meeting opened at 8:04 A.M.

Following the Serenity Prayer, reading of the Twelve Traditions and the Twelve Concepts, we went around the room and introduced ourselves, including where we are from, what service positions we hold, and what we are hoping to learn today.

Present were:

<u>Name</u>	<u>Phone</u>	<u>Email</u>	
<u>Sobriety Date</u>			
Adam F. (Chicago)	(773) 449-0890 3/11/11	comadamflunker@gmail.com	
Billy U. (NYC)	(989) 397-6949 3/06/08	billy.u@cmagso.net	
D.A. B. (San Diego)	(619) 318-7283 1/26/03	donald.b@cmagso.net	
Daniel T. (Miami)	(305) 323-3741 7/01/05	dtorna@gmail.com	
David S. (Minn.)	(763) 442-1078 5/28/04	david.s@cmagso.net	
Jaime F. (Chicago)	(312) 404-9376 5/15/12	myguns1978@gmail.com	
Jeff H. (Durham)	(919-685-5000 9/23/11	JLHNRDU@aol.com	
Jeff H. (San Diego)	(619) 300-2579 9/02/06	jeff.h@cmagso.net	
Jessica C. (Minn.)	(612) 619-7512 12/12/08	jessicacogswell11@gmail.com	
Michael G. (D.C.)	(202) 286-6000 9/12/07	michael@michaelgluck.net	
Michael K. (Chicago)	(215) 375-5701	keutmann@gmail.com	7/6/10
Mikey J. (Orlando)	(407) 222-1867 2/22/02	gratefultweaker@gmail.com	

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Patrick M. (S.F.)	(415) 260-9990 11/01/03	patrickmiska@gmail.com
Rob R. (Chicago)	(773) 220-6413 1/25/05	windycityrobb@me.com
Scott H. (Durham)	(919) 949-3863 4/01/87	scott.h@cmagso.net
Tanner W. (Portland)	(971) 212-7106 3/15/09	tanner.w@cmagso.net

To discuss the first Agenda item, formation of the Hospitals & Institutions Public Information Joint Subcommittee (a/k/a HIPI), the Hospitals & Institutions breakout group joined Public Information & Outreach group. Richard (H&I Chair) and Jack explained that they wanted us to get together to discuss how our two committees can work together, divvying up duties and using our resources in the best way. Jack's understanding per the Service Manual is that simply stated, PI opens the door (talking to the non-addict, or the professional) for H&I to walk through. Our committees did not necessarily communicate well in the past, and we have made a commitment to work together and keep in communication.

If inmates have any communication with someone from CMA, even for outreach purposes, that CMA member is likely to be barred from bringing a meeting to the facility. It has happened in some areas, and so PI&O should be the initial contact and do a hand-off, leaving H&I to bring a meeting. Richard told us when he was bringing a meeting to San Diego, he had to be given a badge following a background check. Therefore, it's not like other meetings which have rotating chairs, and makes it even more important that he had not had any prior inmate contact.

When Richard was H&I Chair in San Diego they did their own public information and outreach, but now that the service areas are becoming more organized, he feels H&I needs to dial it back and work together with PI. Being that they have 30 panels in LA and H&I has their hands full filling the commitments for speakers, therefore they need public information to do the other work.

Brenda B. (Minnesota) shared her personal experience when, after being incarcerated for 9 years, she worked to get meetings in the jails where she had herself been incarcerated and the many challenges she faced.

The goal is to get together, work together to accomplish the missions laid out by both committees. So far, one of the tools they've come up with is a sample letter. Going forward, they are looking for people interested in steering the joint

subcommittee . Richard, Jack, Brenda, Bob are already on it. Please contact one of them if you are interested in being on this joint subcommittee.

After H&I breakout group left, we moved on to the next Agenda item which was the National Phone Line. DA handed out a log which illustrated the usage and various reasons for which people are calling the phone line. The (213) number still exists and people are still using it albeit infrequently, so there was discussion about when to phase it out. Waiting on response from Communications as to when they feel we can/should do that.

DA and Jack talked about how what is lacking currently is a directly of local contacts that those answering the phones can utilize when referring callers to other areas.

Discussion was had regarding whether or not it would benefit local areas to utilize the 855 national number on their websites and informational/outreach pamphlets. Until we have a larger group answering the phone line and can guarantee it to be 24-hour, we should probably hold off on having other helplines roll-over to ours.

MOTION that we ask the Conference delegates bring back an announcement back to their local groups that anyone interested in volunteering, and being trained for responding to calls for the CMA national helpline, to contact Public Information & Outreach. **MOTION** passed unanimously.

We then moved on to the next agenda item which is the membership survey. Tanner talked about how we executed the rollout of the survey and asked for everyone to weigh in with feedback/experience around all of our email communications about distribution about any particular experiences from filling out the survey – any problems? Issues? Stumbles? Anything we can use to improve the next go around. The added benefit is that we were able to test our communications with the fellowship as a whole.

Rob R. reported that in Chicago they got about 90 responses and had a very easy time of it and found the questions/directions to be clear.

Mikey J. (Orlando) had issues with people not willing to give him back the survey due to privacy issues related to the personal questions, and further they were upset about the sexual orientation question, wondering how that relates to recovery. Mikey personally wondered why religion was not asked on the survey.

Adam F. in Chicago reported “sexual orientation” and “occupation” made it fairly easy to know whose survey it was when it was passed back and that raised concern over the responses actually being “anonymous”. He suggested that it be made clear that not only is taking the survey optional, but for those taking the survey any of the

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individual questions are actually optional, and they can choose “No Response”. Most of the surveys he saw turned in did not answer the last part of the survey re: feedback, which he felt was important to get.

As a member who took the survey, Scott suggested that the survey have printed return instructions to allow someone to mail back the survey themselves providing a further sense of privacy and anonymity.

Danny T. (Miami) reported it went pretty well and the only question he got was “What city/state are you from?” and should it be asked

Patrick M. reported that they haven’t done the survey yet, but that this feedback will make it easier for them when they do administer it.

Jeff (San Diego) thought the instructions were helpful and very informative and he was even able to bring them to his H&I commitments, where he got some filled out.

Rob R. noted that NA did their survey distribution in three ways: (1) at their conference, (2) on their website, and (3) in their newsletter.

Mikey J. suggested that when compiling the results we include what percentage of people skipped an answer or put no reply.

Everyone was reminded that we would like to have all completed surveys returned by March 31st.

* LUNCH BREAK *

After lunch, Jack showed the PSA that was approved at last year’s conference and which is now published on YouTube and posted on the CMA World website. He discussed the evolutionary process of creating the PSA, including that it took people working on both coasts and that many scripts had been developed and gone through. He briefly touched on the anonymity issue which was raised by the PSA that did NOT get approved, but left further discussion to be had during our final agenda item which is the proposed anonymity workshop.

The next agenda item discussed was the PI&O Workbook. Before going into the workbook content, Jack mentioned that we would like everyone to report to their area that more content such as this are being worked on and will be a resource for them going forward. More content has been added since the website has been updated, and more will be added as we develop this project, so also suggest PI&O in your area keep checking back with the website.

Tanner referred us to p. 44 of the Delegate Packet and we began reviewing the content and the purpose of the Workbook. We discussed the relevance of the workbook itself as well as its content, noting that some of the content is already locked down as it was culled from other previously approved sources.

The purpose of the Workbook is to create and maintain a living, scalable collection of any and all documents that may be relevant to PI&O work at all levels of service. Tanner asked if anyone had any general questions or comments.

Jack explained it will also be a resource for anyone wanting to start an area PI&O Committee, this will hopefully be an all-in-one resource for them. He noted that historically in some areas, H&I and PI&O committees were formed at different times and so initially there was not one consistent way PI&O was being done that COULD have been documented. We now have an idea and we'd like to reduce it to once source for ease and simplicity.

Scott mentioned that item 1(b)(3) on p. 43, the CMA Service Manual may not be appropriate to include, but rather live as a separate resource not folded in. Plus the fact that it will make a large, cumbersome document if you include referenced resources. Tanner stated that the likelihood is that the Service Manual would more than likely only be referenced or linked. Scott did note that it would be important to include cross-reference links for all referenced sources.

Rob R. praised the development of this index of documents and its purpose and focusing on the core areas and items included thus far.

A question was asked as to what is envisioned to be included under item (1)(b)(viii) "Workshops"? Tanner explained that is one of the items indicated as "not yet been developed" and noted that any input is welcomed. It could be a scripted presentation of a workshop, or a memo on how to go about developing workshops on the area level. At this point, it's a place marker so we know it's a relevant topic for PI&O. Jack discussed the instance where Anonymity came up at last year's conference during the PI&O presentation making us aware that it is a topic where our fellowship currently is unclear or non-unified on a stance and therefore would benefit from a workshop that does not TELL the fellowship what to think, but instead ASKS the fellowship to have discussions and explore exactly what our group conscience on the issue is. Billy U. mentioned that NYCMA did finalize their own pamphlet on Anonymity and published it on their site www.nycma.org if anyone wants to check it out.

Jack clarified that the Workbook section would not dictate how workshops should be conducted, but would merely be available as a resource for anyone in the

fellowship to take advantage of. Making such things available as a resource would save other areas time in creating the same or similar workshops, and could be utilized at round-ups as well.

Rob R. mentioned that since we partner with H&I a lot, he suggests we seek their input. Jack confirmed that will likely take place among the newly-formed HIPI joint subcommittee.

A question was asked if this manual is comprehensive and inclusive of ALL literature and documents currently being utilized by CMA World? Tanner responded that it is intended only to include PI&O relevant resources, while there remain plenty of pamphlets or documents that are not relevant and would not be included. It was then suggested that one such comprehensive resource including everything from World would be helpful. Tanner offered that taking on such a task would not only be burdensome, but it's also not within PI&O's responsibility or authority. Jack added that there was confusion early on because different committees ALL had a document called FAQ and so now each committee maintains their own documents and if changes get made, we go back to the source. If we did not create it, we do not own it, we just duplicate it.

A question was asked if there is an archivist of our literature from the beginning of CMA through now? If, for instance, someone wanted to just search a central repository for all literature that involves "GOD", where would we go? Jack said perhaps Dale could do that regarding the literature that is on crystallmeth.org – but even that repository does not everything in the way of literature from CMA. The GSC is responsible for figuring out how that information is made available, and inter-connections between committees is organized by the GSC.

Mikey J. suggested it would be a valuable resource for historical documents, or early versions of things, to be archived as a resource for both historical reasons and resource reasons.

Jack asked if anyone had specific input as to whether the concept of creating this Workbook is worthwhile? Would our fellowship as a whole benefit? Is it important? And worth PI&O's time and attention? And further, what do you think we should include in the Workbook?

Tanner passed out two documents, which are conference-approved, and which we are looking at potentially including – the sample letters "For Friends and Family" and "For the Professional". They are very different messages than "the 12 Steps can help you change your life". Practices that have been developed already by H&I as to how we approach a jail or institution, will likely also be included for reference.

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Tanner explained we will be taking this project off the back burner and asked that anyone interested, or knowing of anyone with a skill-set or past experience in doing this kind of a project, be referred to him. The next steps to move this forward: Get a few more people on board and having a conversation to hash out how to proceed and after finalizing what to keep and what documents to ditch – then setting an outline of proposed content, which we likely would have the committee as a whole review and approve, and then leave the subcommittee to begin to pull it together.

MOTION was made by Scott H. that PI&O proceed with the workbook project as preliminarily outlined in the Delegate Packet. Daniel seconded the **MOTION**, which was unanimously approved.

Scott asked who currently is on the subcommittee for this project? So far, it is Tanner, Billy, Chancy, Scott and Clifford – and everyone is welcome to join. Reach out to Tanner, Billy or Scott if interested.

Suggestion was made to solicit from the conference delegates any related documents they may have possibly created on the local level that they would be willing to share with us as we develop the workbook project.

After a short break, we moved on to the next agenda item – Anonymity Workshop. First, Jack advised us that Rick B., who authored “What is a Tweaker?” is heading up the subcommittee. Rick wants to break down creating a workshop into 3 topic levels: at the level of the individual, at the level of the group/fellowship, and at the level of social media.

Scott expressed concern that it may over-complicate and possibly hamper/slow down the process, if we proceed in creating this workshop in video format. Jack shared that video is effective as a means because it provides consistency in the way the workshop is administered. Rob offered that PowerPoint would be just as consistent.

Jack estimated approximately \$1,500 cost to produce three videos. Discussion was had about whether video/live format would, in its making, violate anonymity if, for example, it used members of the fellowship as actors, etc. As we know from the shot down PSA, using anyone in the fellowship in this similar capacity is likely to not fly. Chancy did, however, conduct a workshop last year at MARCMA utilizing as an example the PSA video which was not approved at the conference.

Billy suggested we use as a tool, the research and drafting that has already been started by the Literature Committee and has gone into the current draft of the Anonymity pamphlet as it stands.

MOTION was made by Scott H. directing PI&O to move ahead with creating a workshop on anonymity to be produced at the group level, and that it be done expeditiously utilizing as reasonable resources as possible. **MOTION** was approved with a vote of 13 in favor, 1 opposed, and 1 abstention.

As the one abstention, Billy voiced a minority report disagreeing with part of the motion which he felt overstepped and put conditions on how the workshop subcommittee would go about their job. Following the minority report, a **MOTION** to reconsider was made and seconded and passed with a vote of 8 in favor, 7 in opposition, and 1 abstention.

One the discussion was brought back on to the floor, Billy U. made a friendly amendment suggesting the motion simply states that a workshop be developed, and the additional conditions simple be passed along to Rick B. and the subcommittee as “suggestions”. Scott accepted the friendly amendment and restated the motion.

MOTION was then made by Scott H. for PI&O to produce a workshop to facilitate a discussion at the group level about Anonymity as a Spiritual Concept in CMA. The **MOTION** passed with a vote of 15 in favor, 1 opposed.

Simultaneously request was made to suggest to the workshop subcommittee the following:

The workshop needs to be (i) consistently presented; (ii) utilize real world examples; (iii) primarily focused on having the conversation, not necessarily making decisions; and (iv) produced expeditiously and with recognition of the limited resources available.

As the one abstention, Mikey J. voiced a minority report. He believes this workshop is not for the “non-addict” which is who we are charged to inform, not the addict/fellowship. AA to a large extent has researched the issue and is a source we can look to. We don’t need to recreate the wheel, and it does not fall within our role as PI&O, it’s more for the Literature Committee. Following minority report, no motion to reconsider was made, so the motion carries.

Jack pointed out that the amount of discussion generated within our own committee points up the fact that this workshop is needed. And until we fully educate, elevate and illuminate each other on this particular issue, the conversation needs to continue being had.

MOTION was made, seconded and passed to adjourn the meeting. Meeting adjourned at 4:28 p.m