

# 2018 GENERAL SERVICE CONFERENCE OF CRYSTAL METH ANONYMOUS



## Report of Conference Activities

Revised February 12, 2019

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# 1. OVERVIEW OF CONFERENCE

The 2018 General Service Conference of Crystal Meth Anonymous was held November 1-4, 2018, in Denver, CO. A total of 80 CMA members registered, with 75 voting members in attendance. Thirty-four (34) of those were Delegates, including one International Delegate from New South Wales, Australia. Twenty Areas across North America were represented: Arizona, California, Colorado, District of Columbia, Florida, Georgia, Illinois, Indiana, Kansas (attending their first Conference), Massachusetts, Maryland, Minnesota, New York, North Carolina, Ontario, Oregon, Pennsylvania, Texas, Utah, and Washington.

On November 2, the six Conference Committees (Communications, Hospitals & Institutions [H&I], Literature, Public Information & Outreach [PI&O], Finance, and Executive) met for the entire day to discuss their agenda items and prepare reports and proposals for the Conference Assembly. Their reports and presentations are attached in the Appendices.

The General Service Conference Assembly ensued over the next two days. In addition to the Conference Committee reports, there were presentations on the CMA Service Structure, the Annual Financial Update, the International Delegate Report, and the Conference Advisory Committee. Election of Regional and At-Large Trustees occurred prior to the end of day one. The Assembly was followed by a Gratitude Panel after its conclusion on day two.

The 2019 General Service Conference will be held in Fort Lauderdale, FL.



*The General Service Conference Assembly began on November 3, 2018 and was called to order at 8:10 am by Trish M (Chair, General Service Committee [GSC], Mid-South Regional Trustee, GA) and Walt W (Chair, Board of Trustees, Chair, Executive Committee, At-Large Trustee, CO).*

*Traci R (CO) opened the Assembly with the Serenity Prayer.*

*Brandon S (TX) read the Twelve Traditions of CMA.*

*Bobby K (IL) read The Twelve Concepts for World Service.*

*Tanner W (Northwest Regional Trustee, OR) reviewed the Conference Procedures.*

***A quorum count was taken. There were 65 voting members present (out of 70 in attendance).***

*Trish and Walt offered introductions and welcome remarks to the Conference Assembly.*

## **2. CMA SERVICE STRUCTURE**

A review of the CMA Service Structure was presented by Walt W and David S (GSC Secretary, Mid-South Regional Trustee, GA). Walt presented an historical overview of CMA and the development of its service structure. David presented a review of the various elements of the service structure and the mechanisms by which the Fellowship of CMA is connected to the General Service Conference. In short, the voice of the Fellowship is represented at the Conference by the Area Delegates, who, in turn, relate Conference activities back to the CMA Fellowship. David and Walt encouraged a discussion from the floor and many questions were answered.

James C (AZ) suggested an archives table about the history of CMA at the next General Service Conference.

The presentation itself is located in the Appendix section of this report, and more detail can be found in the [CMA Service Manual](#) (available for download at [crystalmeth.org](http://crystalmeth.org)). An outline of the service structure is provided:

**Groups:** Groups are spiritual entities that exist beyond a specific time and place of a meeting for the purpose of carrying the message to addicts who are still suffering. The groups are the spiritual foundation for the service structure of CMA. Groups elect representatives (General Service Representatives, or GSRs) to their District and/or Area, who carry the voice of their groups to their Area Delegates. In addition, the groups' financial contributions help support the entire CMA service structure.

**Intergroups:** Intergroups are not part of the CMA service structure. They are "groups of groups," local in nature, that usually provide services to their groups such as meeting lists, websites, chips and literature, and phone lines. Most of these services require money, so Intergroups should be incorporated. (They should not use the phrase "Crystal Meth Anonymous" or the acronym "CMA" in their name.) Intergroups handle business matters of the local



groups, whereas the service structure handles their spiritual matters.

**Districts:** The Districts are made up of groups within an Area that share certain similarities (geography, language, etc.) to facilitate effective communication between the Area Delegates and the groups. They are part of the CMA service structure. Districts elect representatives (District Committee Members, or DCMs) to their Area Committees and Assemblies, who carry the voice of the groups (via their GSRs).

**Areas:** The CMA service structure in North America is made up of Areas, corresponding to each of the 50 United States, the District of Columbia, and each of the Canadian provinces and territories. The primary responsibilities of each Area are to elect Delegates to the General Services Conference and to nominate members for Regional Trustee positions. This generally occurs at the Area Assembly, which meets (at least) annually. Areas may participate in other service activities, including H&I work and PI&O. They may also provide services that might otherwise be managed by an Intergroup when there is no Intergroup. Communication between the Conference and the groups often occurs through the Delegates at Area Committee meetings.

**Delegates:** Delegates participate in the Area Assembly, the Regional Assembly and the General Service Conference. They provide for the two-way flow of communication between the Conference and the Areas. The Delegates carry the voice and experience of their fellowships to the Conference and report back issues that may affect the Fellowship as a whole. Delegates possess the "Right of Decision" (Concept Three) and can vote their conscience based on the best information they have.

**Regions:** Regions comprise multiple (mostly) contiguous Areas. There are eleven (11) Regions making up the North American Conference. Regions function primarily to nominate Trustees to the Conference for recommendation to the Board of Directors. Each Area within a Region may nominate a candidate for Regional Trustee. The Regional nominee for Trustee is selected from among these candidates at the Regional Assembly prior to the General Service Conference.

**The General Service Conference:** The General Service Conference (the Conference) provides spiritual direction and guidance to the Board of Trustees (Concept One). The collective group conscience of the CMA Fellowship (ie, the voice of the Fellowship) is carried by the Delegates, through their Area GSRs and/or DCMs, to the Conference. Through this mechanism, the Conference offers spiritual guidance to the Board of Trustees and its standing committees. The Conference also serves to protect our foundational principles, including the Twelve Steps and Twelve Traditions.

**Crystal Meth Anonymous:** Crystal Meth Anonymous is a California Public Benefit Corporation recognized by the IRS as a 501(c)3 nonprofit organization. This is the business entity that takes care of the "outer world" responsibilities of CMA (taxes, legal matters, insurance, state and federal requirements, etc.).



**Board of Trustees (Board of Directors):** The Board of Trustees comprises up to 28 total members: 22 members from eleven Regions (up to two per Region), 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 for individuals with special skills (such as lawyers, accountants, etc.) to handle certain affairs. The Board has two standing committees: The General Services Committee (GSC) and the Executive Committee.

**General Service Committee:** The GSC deals largely with the spiritual side of CMA and its primary responsibility is to the Fellowship. The GSC has six standing Advisory Committees that help it actualize its responsibilities: Literature, Hospitals & Institutions, Public Information & Outreach, Communications, Finance, and Conference Advisory Committees. The GSC consists of all of the members of the Board along with the Advisory Committee Chairs.

**Executive Committee:** The Executive Committee primarily deals with the legal and financial operating requirements of CMA, the "outer world" issues as described above. The Executive Committee comprises the officers of the Board of Trustees, the GSC Chair, and two additional members of the Board Trustees.



### 3. ANNUAL FINANCIAL UPDATE

Danny T (Board Treasurer, At-Large Trustee, FL) and David H (GSC Treasurer, Mid-Atlantic Regional Trustee, NY) presented the Annual Financial Update. A presentation was made detailing the income and expenses of the Fellowship over the previous year.

David H reviewed the Seventh Tradition contributions and the sources of income. While sales of chips increased significantly, book sales remained steady from FY 2017 to FY 2018. The majority of expenses came from travel for Advisory Committees Chairs and Trustees. General and administrative expenses are the second highest expense category. Net shortfall was based on budgeted revenue for registration and excess revenue was due to chip sales and Seventh Tradition contributions.

Danny T reported on the Prudent Reserve, chip inventory increases related to new the chip vendor, liabilities in Accounts Payable (fulfillment & sales taxes), underfunding of the travel budget, and Conference costs. Suggestions on cost control and how to address shortfalls included requesting ideas from the GSC, encouraging Areas and groups to purchase CMA chips and medallions directly from CMA, and Seventh Tradition contributions. (Individuals can contribute up to \$3K per year as a 501c(3) via check, money order, or via website.)

#### **Questions and feedback:**

James C (AZ) asked why should we donate to the GSC and where does the money go? Danny explained that, among other things, Seventh Tradition contributions help pay for the CMA website, chips and literature, medallion molds, travel expenses, legal fees and Advisory Committee work. Seventh Tradition contributions account of 56% of CMA's income.



## 4. CONFERENCE COMMITTEE REPORTS

### Finance Conference Committee Report

The Finance Conference Committee report was presented by David M (Chair, Finance Advisory Committee, Co-Chair, Executive Committee, Great Lakes Regional Trustee, MN). David provided an overview of the scope and purpose of the Committee and introduced its members. In addition to the Annual Finance Update the Committee presented the following:

- Fulfillment has become part of Finance Advisory Committee.
- New revenue generators were implemented for this year, including enameled medallions for years 15 and 20 and bronze medallions for years 16 to 20.
- New chips supplier and chip style were implemented.
- Mimeo print-on-demand for pamphlets launches soon. Mimeo demo was presented. (Groups can still [download pamphlets](#) for free from [crystalmeth.org](http://crystalmeth.org).)

Breakout Session topics included:

- A review of the draft policy for Expense Guidelines.
- The Prudent Reserve was determined to be sufficient.
- A discussion on moving some funds into higher-interest accounts.
- Revenue generating ideas were proposed:
  - Mimeo (ordering pamphlets online)
  - New Group Starter Kit – Chips, readings, pamphlets and display rack
  - Key chain holders for chips and medallions
  - 25th Anniversary medallion
  - CMA PopSocket sales online

The Fulfillment report was presented by Yvonne W (Southwest Regional Trustee, AZ).

- A new order of 74,000 chips was placed (two pallets of chips).
- New bronze chips 16-20 yrs.
- Gold plated medallions 15 & 20 yrs.

Intellectual Property and International discussions occurred in a joint session with the Executive Committee; see the Executive Committee Report.

### Feedback and questions included:

- Suggestion to make CMA hats, hoodies or t-shirts available for sale.
- Bryan F (CA) – make pamphlets more “rack friendly”, and be sure to have a branded rack as an outreach tool.



- Will H (MA) – Is the non-standardization of color in pamphlets discussed with online printing since there are several (7) color options?
- May be something to discuss in the future, but currently this is a trial of their services
- David S (GA) – request for blank medallions to allow the ability to engrave other years and to personalize the medallion with name and/or sobriety date, etc.

**Finance Advisory Committee Meeting**  
**3rd Thursday of the month**  
**6pm PST**  
**Phone: 218-339-7817**  
**Code: 505 7218**

## Communications Conference Committee Report

Jon M (Chair, Communications Advisory Committee, TX) provided an overview of the Communications Advisory Committee purpose and introduced the members of the Committee.

Jon reviewed some website statistics from the past year, including:

- Sessions by operating system (OS), the most being from mobile devices (iOS, Android).
- Most downloaded readings included "Are You a Tweaker" and "The Twelve Steps: A Plan of Action" (3960 and 3732, respectively)
- Most downloaded pamphlets (Sober Toolkit, To the Newcomer, Staying Sober)
- Newsletter subscriber open rates, which were better than the national average.
- 58 online speaker recordings with over 6600 plays to date.

Progress on the CMA App was presented, including background, functionality and the path forward. Functionality included a Meeting Finder, Chair a Meeting (including literature), Speaker Recordings and Sobriety Counter. The Committee is seeking to hire someone to design the App and keep costs manageable. Feedback about App functionality was requested from the fellowship.

2017- 2018 accomplishments were reviewed, including:

- Success of the Newsletter.
- Service Portal enhancements, including access to documents, logos, Trustee nomination process, Advisory Committee call schedules and numbers, and the service calendar.
- Speaker recording process improvements.
- Website updates, including the option to "report a problem with a meeting" in the meeting directory section.
- Continued work on the App.
- Exploration of additional communication tools.



Goals for 2019 include management of contact lists and groups, setting up an updated group survey, a Service Portal forum, continued work on the App with feedback from the fellowship for additional improvements, meeting code lists (eg women's only, men's only, Spanish, speaker, etc.) and speaker recording tags (eg minority, trans, child protective services, incarceration, etc.).

Finally, new pamphlet design options were presented.

Questions and feedback topics included:

New pamphlet designs, App functionality and website issues. Feedback on App functionality included location-based meeting finder, readings and meeting formats, and the ability to make Seventh Tradition donations.

Dale G (Board Secretary, Trustee At-Large, CA) reported that the developer needs to create a separate app for both Android and Apple at a total cost of \$6,000 to \$8,000. He requested that members shared their feedback as to whether or not Communications Advisory Committee should pursue the development of an app, given this high cost.

**Communications Advisory Committee Meeting**  
**4th Sunday of the month**  
**1:30pm PST**  
**Phone: 605-475-4125**  
**Code: 483 9492**

## Literature Conference Committee Report

Aaron M (Chair, Literature Advisory Committee [LAC], CO) introduced the Committee members and presented the Committee's year in review and goals for the future. Aaron noted that he is the outgoing Chair and elections for new trusted servants will take place in December.

*Voices of the Fellowship* Book Project:

In summary, personal stories and speaker tapes were requested from the Fellowship and comprised the book project. An in-person meeting of committee members in San Francisco last January was to work on the book layout. The manuscript was presented to the GSC members who read and reviewed the book in its entirety. A subcommittee was formed to consolidate the feedback data received from the book review. The LAC is now using that feedback to present a revised version, with the hopes for interim approval by the next Conference in 2019.

Readings Revisions, presented by Jeffrey J (Pacific Regional Trustee, CA).

- **"The Twelve Steps: A Plan of Action"** was read aloud to the Assembly by Jeffrey J.
  - We just received suggestions and revisions from the GSC
  - The reading was taken from a 5th-grade reading level to a 3rd-grade reading level and shortened
- **"What is CMA"** was read aloud to the Assembly by Freddie D (CA).
  - The reading was revised according to feedback from the 2017 Conference



## Assembly

- It was taken from a 6th-grade reading level to a 3rd-grade reading level and shortened

## Foreign Language Translations

- It was determined that a professional translation of *Crystal Clear: Stories of Hope* would be necessary.
- Back-translation of the Spanish version will be done soon and the goal is to translate the book into a new language each year.
- The "Suite of Documents" for Meetings – 4 are ready, except the 2 readings that still need interim approval from GSC.

## Literature Inconsistencies

- Continued effort to address inconsistencies in the readings, pamphlets, meeting formats, and governing documents of the Fellowship has been facilitated by LAC members.

LAC had a joint session with the H&I Conference Committee to work on their book "*From the Inside Out: A Sober Cell*".

A call-out was made to the fellowship for members to submit their stories to the website for continuing projects.

## Questions and feedback:

- Ryan D (OR) noted that we did not present anything for approval.
- Robert R (NY) emphasized the difference between a story (experience) and an essay (opinion & specific subject).
- Keith F (CA) asked why Germany doesn't do their own back-translation?
- James C (AZ) noted that AZ has a literature committee, has created their own literature pamphlets and would be willing to share if needed.
- Sarah G (CO) noted that women are under-represented, suggested revising "lost our families ..." with the addition of "lost our children".
- Bryan F (CA) emphasized the "Readings Suite" for download and its importance to have commonality for the unity of the Fellowship as a whole.
- David H (NY) is looking forward to hearing feedback from new members of the LAC.
- Freddie D (CA) reiterated the importance of story submissions from Delegates, and for Delegates to take this back to their fellowships.
- Josh L (IL) reported that Chicago has experienced a few members that felt excluded or intimidated attending predominantly white, male, gay meeting populations.
- David S (GA) noted that getting unified literature that represents all cross sections of demographics will take time; meanwhile, people are starving for new literature and, although we don't have all demographics represented, we should continue to present literature as it is completed.



- Zach M. (AZ) observed the need for a CMA long form of the 12 Traditions.
- Many members expressed their gratitude for Aaron’s leadership of the LAC and for the Committee’s hard work.

**Literature Advisory Committee Meeting**  
**1st Saturday of the month**  
**8:30am PST**  
**Phone: 605-475-5950**  
**Code: 976 4886**

*The Assembly broke for lunch 12:37 pm and reconvened at 2:11 pm.*

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***A quorum count was taken. There were 61 voting members present (out of 70 in attendance).***

## **Public Information & Outreach (PI&O) Conference Committee Report**

The PI&O Conference Committee report was presented by Keith F (Chair, PI&O Advisory Committee, CA), Tanner W (OR) and Jimmy C (Helpline Coordinator, NJ). Keith introduced the members of the PI&O Conference Committee, and explained how PI&O helps CMA fulfill its primary purpose, “to carry its message to the addict who still suffers.” PI&O accomplishes this by providing information to the public, to the non-addicts, professionals, and organizations that may be involved with crystal meth addicts, and to the CMA Fellowship. He also presented the PI&O Vision Statement: “All those affected by crystal meth are informed of Crystal Meth Anonymous” and Mission Statement: “To provide and communicate consistent and readily available information and resources to all those affected by crystal meth.”

Strategic goals for the PI&O Advisory Committee for recent years were reviewed, and accomplishments for 2018 were highlighted. These included:

- Moving forward with the PI&O Handbook, bringing forward sections for approval to the GSC and adding them to the crystalmeth.org website.
- Continuing with the Helpline and email requests.
- Further developing contacts with Area/District PI&O committees.
- Doing outreach at the first ever Stimulant Summit in Fort Lauderdale, FL.

Helpline Statistics were presented:

- Number of Inbound call increased by 8.6%.
  - 1,701 calls this year, up from 1,467 last year



- Average calls per day 5.67, up from 4
- Abandonment rate decreased
- Calls varied from asking where a meeting is located to family members requesting a local rehabilitation facility (which we cannot do/advise).
- 56 out of 100 volunteer hours are covered by volunteers.
  - Call-out for volunteers to fill in for uncovered time slots
  - Volunteer Helpline – Jimmie C (NJ)
  - Requirements for volunteers: minimum 1 year clean time, minimum of 1 hour per week (same hour weekly), and access to the internet

“What about anonymity?” workshop follow up was presented by Tanner. Background: Seed was planted several years ago from the groups for guidance on anonymity. PI&O produced an Anonymity Workshop and asked for feedback. There were 11 responses, which likely is not representative of the group conscious of our Fellowship. Requests for feedback will continue.

### Questions and feedback:

- There were mixed reviews and suggestions regarding the Anonymity Workshop.
- Josh L (IL) noted that the Anonymity Workshop was held as an open-ended discussion, and asked if the link can be given to others for them to fill out.
- Sarah G (CO) requested a living document or someplace to upload or save feedback. She also offered an idea for a sister city, with someone purchasing a starter kit for the locations that do not have meetings.
- James C (AZ) did not get a lot of feedback on What about Anonymity and is planning on having an open discussion. He did not like the form online.
- David S (GA) has participated in two workshops and believes that CMA should provide some direction to the Fellowship. It should be reasonable to provide a statement on anonymity on behalf of CMA. The workshop, as it is, is weighted heavily toward the confidentiality aspect versus the “equality” aspect.
- Nicholas B (TX) remarked that this discussion on anonymity is very needed and has not been addressed or discussed with the younger members of his fellowship.
- Ryan D (OR) noted the 11th Tradition “attraction rather than promotion” statement, and asked if PI&O’s work conforms to that principle.  
*Response:* PI&O is offering a solution, not promoting it, and our only goal is to let them know that CMA exists.
- Bryan F (CA) reported that his fellowship would like direction on anonymity and social media and what it means. All we have done is talk about how we are going to talk about it. We are group consciences – we have the ability to decide how we respond to this need; in the meantime the NA/AA pamphlets are being used in the lack of existence of a CMA document.
- John G (NC) did not feel they had all the info they needed – they wanted the proposed anonymity definitions for review.
- Armando D (FL) felt the document was well written, but TOO well written; not everyone knew the definitions of the words used. Does there need to be an extension to discuss more specific ‘do’s and don’ts’ like Facebook interactions as well as how to post pictures?
- Kenny G (AZ) tried to do a workshop – there was not a lot of opinions about it.



**Public Information & Outreach Committee Meeting**  
**3rd Saturday of the month**  
**9am PST**  
**Phone: 712-832-8330**  
**Code: 485 1302**

## **Hospitals and Institutions (H&I) Conference Committee Report**

Bill B (Chair, H&I Advisory Committee, CA), provided an overview of the H&I Advisory Committee. He highlighted that H&I service work occurs primarily at the local levels, such as Areas, Districts and Intergroups, where meetings are brought into facilities in which addicts are otherwise unable to attend a meeting. The primary purpose of the H&I Advisory Committee is to serve as a resource to local service entities on how to set up H&I meetings and assist them in overcoming problems they may encounter.

Strategic goals and accomplishments were reviewed and included:

- Ongoing updates to the H&I Handbook, which serves as a guide for those performing H&I work at the local levels.
- "Sober Cell" project:
  - Created draft booklet of recovery stories with experience on the "inside"
  - Working closely with LAC to move forward
  - Goal is to have a booklet of stories that can be taken into jails and institutions, that are relatable to people going through similar struggles
  - Met with LAC during the breakout sessions to continue jointly working on this project
- Pen Pal Program:
  - Arizona Pen Pal Program continues to handle pen pal requests
  - Their program has been identified as a model for Handbook updates
- Tracking and Responding to requests - process evaluation to determine effectiveness and timeliness of responses.
  - Responded to 48 letters from addicts in institutions and recovery houses
  - 80 books were sent, some to start meetings and additional CMA recovery information was supplied when requested
- H&I Contacts and Meetings Inventory:
  - New project, through the History of H&I project, working with Delegates and through the Service Portal
  - The goal is to gather information about members doing H&I service and facilities where H&I is providing meetings and support
- History of H&I:
  - This project is continuing and is intended to gather our common experiences at the local and Area levels on how H&I has been implemented including what worked and what didn't work to get it going.



- We handed out a form to Delegates and other Conference attendees to capture this experience. This will be supplemented by direct calls and possibly a form online. James C, H&I Co-Chair, is leading this effort. Please reach out to us to share your experiences.

Strategic goals for 2019 include continued revision the Handbook and ensuring it provides the most recent and accurate information, completion of the "Sober Cell" project with the assistance of the Literature Advisory Committee, continued outreach to local H&I committees and continuation of the History of H&I project. The Committee wants to know if there is something that they can provide to the local level that is really needed by them, and requested feedback on the H&I Handbook.

**Please check out the H&I Handbook, share it with your local H&I Committee, and let us know of any changes or information to add to it:**

[crystallmeth.org](http://crystallmeth.org) > [For the Fellowship](#) > [CMA Literature](#) > [CMA General Service Documents](#)

**Please help us gather information about H&I in your Area by passing along the History of H&I form provided to your local H&I folks.**

#### **Questions and Feedback:**

- James C (AZ) expressed the need to build relationships with, and learn more about, the local H&I committees and their H&I work. James is heading up the History of H&I project. One of the goals is to gather common H&I experience from Areas that have H&I meetings in order to help those Areas who may benefit from that experience. The H&I Group History form was passed around. Delegates were asked bring the form to their Area's groups and have them return the completed forms. James provided an example of an H&I meeting that started in Taylorville, IN. That meeting sent a request for materials for their new members. They asked for feedback on the H&I handbook and manual.

**Hospitals & Institutions Committee Meeting**  
**4th Saturday of the month**  
**9am PST**  
**Phone: 605-472-5573**  
**Code: 360 995**



## 5. ELECTIONS FOR REGIONAL AND AT-LARGE TRUSTEES

***A quorum count was taken. There were 55 voting members present (out of 70 in attendance).***

This year, the General Service Conference received eight nominations for Regional Trustees. In addition, there were two nominations from the Board to fill At-Large Trustee positions on the Board.

Each nominee was introduced to the Assembly by a member of their Region. The nominee then presented him- or herself to the Assembly and then left the room. After an opportunity for discussion by those in attendance, a secret ballot vote was taken by the voting members of the Assembly and tallied. These were the results:

- **Aaron M (CO)** was nominated by the Southwest Region. His nomination was approved by the General Services Conference by a vote of 64 yes and 0 no.
- **Danny T (FL)** was nominated by the Southeast Region. His nomination was approved by the General Service Conference by a vote of 63 yes and 0 no.
- **Garrett V (MN)** was nominated by the Great Lakes Region. His nomination was approved by the General Service Conference by a vote of 62 yes and 0 no.
- **Jimmie C (NJ)** was nominated by the Mid-Atlantic Region. His nomination was approved by the General Service Conference by a vote of 61 yes and 1 no.
- **Michael R (FL)** was nominated by the Southeast Region. His nomination was approved by the General Service Conference by a vote of 62 yes and 1 no.
- **Petr P (CA)** was nominated by the Pacific Region. His nomination was approved by the General Service Conference by a vote of 65 yes and 0 no.
- **Tanner W (OR)** was nominated by the Northwest Region. His nomination was approved by the General Service Conference by a vote of 56 yes and 7 no.
- **Tim D (GA)** was nominated by the Mid-South Region. His nomination was approved by the General Service Conference by a vote of 63 yes and 0 no.
- **Dale G (CA)** was nominated by Walt W (Chair of the Board on behalf of the Board) to fill an At-Large Trustee position. His nomination was approved by the General Services Conference by a vote of 61 yes and 0 no.
- **Trish M (GA)** was nominated by Walt W (Chair of the Board on behalf of the Board) to fill an At-Large Trustee position. Her nomination was approved by the General Services Conference by a vote of 61 yes and 1 no.

*Following Trustee elections the Assembly adjourned for the day.*



*The General Service Conference Assembly reconvened on November 4, 2018 and was called to order at 9:00 am by Trish M (Chair, General Service Committee, Mid-South Regional Trustee, GA).*

*The Assembly opened with the Serenity Prayer.*

*Stephan T (AZ) read the Twelve Traditions of CMA.*

*John G (NC) read The Twelve Concepts for World Service.*

***A Quorum Count was taken. There were 56 voting members present (out of 70 in attendance).***



## 6. CONFERENCE COMMITTEE REPORTS AND PRESENTATIONS

### International Delegate Report

The International Delegate Report was presented by Peter S from New South Wales (NSW), Australia. Peter presented data and reports from CMA in Australia.

- There are currently 21 CMA meetings in Australia with 400 CMA members.
  - Most of them are in NSW
  - There is one CMA meeting in New Zealand
- Ten calls per month are received by the phone line.
- Four websites and a “call now” button – doubled phone calls from 5 to 10.
- Shopping for chips, books and printed reading banners.
- Unity Day – Aug 15th started in 2005 (founded on Madonna’s birthday).

### Hospitals & Institutions

- Delivers meetings to 10 facilities each week.
- For prisons – developed printed card stock for each chip with colors and place for phone numbers to be written. [This received a rousing applause]

### Public Information & Outreach

- Delivers mail-outs and stays in contact with all of the rehabilitation centers.
- In total they contact 80 centers in NSW each quarter.
- PI&O is planning a campaign over the Australian summer to help with crystal meth addicts via an online hook-up chat called “Squirm” (?)
  - Covers the difficult times over Christmas, New Years and Mardi Gras
- PI&O outreaches to Areas outside of NSW through contacts from the website or phone line and has supported new meetings in Canberra (Australia’s capital) and in Auckland, New Zealand – the first meeting in New Zealand – which has been running for 6 weeks.
- The Policy Officer maintains, and when necessary, enforces the internal policies and procedures.
- Treasurer manages all Seventh Tradition income and the bank account.
  - As of August, the Prudent Reserve was \$10,000 (AUD), with an additional \$8000+ in the account
  - Money raised is only through the Seventh Tradition – not through markup on chips (although we may begin doing so)
- Activities Committee organizes events, some free, others in order to raise money.



## Structure of CMA Australia

- The CMA organization in NSW is a non-profit corporation.
- The structure was formed out of necessity – when taking meetings into facilities, they required insurance, so we had to incorporate.
- Our main structure is our Area, made up of GSRs who meet monthly and select Delegates to ally with CMA in North America.
- This structure had to incorporate independent of CMA in North America in order to carry out its business in Australia.
- The aim is to expand from a state-level corporation to a national corporation, and reaching out to other Areas.
- Ultimately we would like to have an annual or biennial national conference.
- Plans for Australasia (which includes Australia, New Zealand and neighboring islands) is to have no more than 4 Regions, so it's reasonable to expect North America, with 11 Regions, to maintain the foundational documents such as the Steps and Concepts.
- Future Conferences to be held in North America with Australia having more voting rights at each Conference; voting rights should be carried by Region, rather than by Section.
- The combined efforts at the breakout sessions with the Executive and Finance Committees were important, with discussions about what a World service structure would look like.
- Ever since we first attended the General Service Conference in Minneapolis, Australia has looked toward a CMA World structure. The process of becoming organized and incorporated as a nonprofit has caused divisions within the fellowship that resulted in irreparable fractures in many relationships. The transition to the service structure has been difficult, but ultimately rewarding and necessary. We are trying to learn from these experiences as we move forward.
- Peter S, Prisons Coordinator, discussed experience with H&I meetings in some of the prisons. Of note, CMA has really been embraced by the institutions and their inmates and residents. CMA has more meetings in jails than NA. CMA has differentiated itself from NA and other 12 step meetings in several ways:
  - Putting up banners for "Are You a Tweaker" – when they see that banner, they know CMA is here
  - Faithfully keeping the commitments to show up and run the meetings in the jails and rehabilitation facilities
  - Prisons and facilities have specifically sought CMA to bring meetings to their people

### Questions and feedback: *[following a rousing applause]*

Dale G (CA) – Thank you so much for your work and for bringing this report to us. What Australia has done is amazing. You've solved problems that we haven't been able to solve in North America, such as integrating gay and straight members in meetings. Is there a way to bring people from the prisons into the meetings when they are released?

Peter S (AU) – We've been serious about service and carrying the message. We've created safe spaces for people to come to meetings. Many people, especially released prisoners, have chosen CMA as their homes.



Scott H (NC) – what was the nature of the complaints and conflicts by the people that helped to set up the service structure?

Peter – Discovering that we were not a legal organization gave a voice to some people that had previous issues with organizations. There was also a feeling that the process should have happened much more quickly. This gave a platform to some very intense personalities. We are a young fellowship and, as already mentioned, we've had some growing pains. But we're on the right track.

James C (AZ) asked if the Seventh Tradition collection was from meetings or events?

Peter – 98% from meetings. Consistency of people showing up to the H&I meetings has been extremely helpful in establishing relationships with facilities. Our website is [crystalmeth.org.au](http://crystalmeth.org.au).

Bill B (Chair, H&I Advisory Committee, CA) was "blown away" by the H&I report, the "Are You a Tweaker" banner, and the Australia experience. He noted the H&I Advisory Committee's efforts to gather experiences for H&I around North America and would love to get more on the Australia experience.

*The Assembly gave another rousing applause for Peter S and his International Delegate Report from Australia.*

## Conference Advisory Committee Presentation

Trish M introduced Petr P (Chair, Conference Advisory Committee, CA) and Michael Paul H (TX) was introduced as its Co-chair. Petr P stepped in as Chair in the middle of the term and has done a great job with this Conference.

Petr presented the purpose of the Conference Advisory Committee, namely to put on the Conference. The only focus now is working on the upcoming Conference.

The Denver Host Committee was introduced by its chair, Aaron M (CO). Kudos were given to the Denver Host Committee for doing such a fabulous job. Petr then introduced the members of the Conference Advisory Committee.

**Next year (2019) the Conference will be in Ft. Lauderdale, FL**, the first weekend in October. The theme and logo for the 2019 Conference was presented: "Service by the Sea". 2019 is also the 25th Anniversary of CMA.

Information on the bid process to host a future Conference was provide, as was information on forming a Host Committee.

**The location for the 2020 Conference was announced: Dallas, TX**

**Conference Advisory Committee Meeting**

**3rd Wednesday of the month**

**6pm PST**

**Phone: 712-832-8330**

**Code: 443 0901**



## Executive Conference Committee Report

Walt W (Executive Committee Chair, CO) presented the Executive Conference Committee report. Walt introduced the members of the Executive Conference Committee as well as the Board's Executive Committee. The agenda was reviewed.

The responsibilities of the Executive Advisory Committee include:

- Overall corporate governance of Crystal Meth Anonymous.
- Custodian of several important documents for the Board and Fellowship of Crystal Meth Anonymous, including:
  - CMA Conference Charter
  - Manual for CMA World Service (Service Manual)
  - Bylaws of Crystal Meth Anonymous
- Important strategic discussion and work regarding future operation of the Service Structure.

### Service Manual Revisions

Dale G (Executive Committee Secretary, CA) presented the updates to the Service Manual, including:

- Updates to nomenclature and service structure that align the Service Manual with the North American Conference (rather than "world").
- Updating the International Delegate Section.
- Added new graphics.
- Revised Intellectual Property Guidance:
  - Guidelines on how to utilize to the CMA name and logo were discussed, including using care to not use the CMA name or logo when filing legal or business documents

### **The Executive Conference Committee moved to accept the proposed changes and present them to the General Assembly.**

Questions and Feedback from the Assembly floor included some general impressions from the AZ delegation. The high resolution or vector based logos are available on the CMA Service Portal.

### **Crystal Clear Conference Approval**

*Crystal Clear* was interim approved and the First Edition was printed. At the 2011 General Service Conference it was determined that the book should sit with the Fellowship for at least two years before seeking Conference Approval.

At the 2018 Annual Board meeting, the Board unanimously approved a motion to recommend Conference Approval to the 2018 General Service Conference.

### **The Executive Conference Committee unanimously approved a motion to**



**recommend Conference Approval of *Crystal Clear* to the General Assembly.**

**Motion was made by Lisa H (UT) for Conference Approval of the book *Crystal Clear*, and seconded by Tanner W (OR).**

*Discussion:* Brian F (CA) asked if there have there been any suggestions or updates to the book since the second printing? Answer was – No.

**Vote: 56 – Yes, 0 – No, 0 – Abstained. The motion PASSED unanimously.**

### **Board of Trustees Group Inventory**

Walt W described the process by which the Board and the GSC undertook a Group Inventory. This included a careful search for, and vetting of, a moderator. The Group Inventory took place the day before the Annual Board Meeting in Los Angeles last Spring. All members of the Board and all Advisory Committee Chairs were invited to participate in what turned out to be a very spiritual process.

The day started with each participant sharing his or her story for about 10 minutes. This allowed the members to become vulnerable with each other, to learn each other's personal story, and to level the playing field in a very spiritual and emotional way. This was an amazing start to the day and allowed the group to proceed with the inventory in a connected and honest fashion.

Next each person shared about their personal experience with service, both good and bad, that led them to where they were that day at the Group Inventory. There was no hearsay discussed, only personal experience. Collectively, the group allowed each others' experience to fill in the blanks and, again, brought everyone to the same place of honesty and connection.

The moderator took notes throughout the day as he facilitated the process and came up with 27 items to for the Board to consider. Specifics were not discussed, but examples of these items included possible amends, creating the role of an ombudsman, welcoming and mentoring new Trustees and GSC members in order to ensure success, and how to have those difficult conversations that need to be had. Opportunities to better document activities and increase transparency were highlighted, as was the way to allow the Group Inventory to inform future actions.

### **Trustee Nominating, Vetting and Selection Procedure**

Walt reviewed the goals of the 2018 Nomination Procedure, including:

- Implementing a Nominating Procedure in a collaborative and transparent manner.
- Improving the tools and guidance available to Delegates and Trustees.
- Exploring continued improvement to the Process.

The results:

- There were some bumps in the road but we lived up to our traditions and principles.
- We created improved tools.



- We evaluated all of the recommendations that were made after the last Conference.

Thanks to Jeffrey J (CA), who led the Nominating Committee, and to all the members of that Committee.

### **Intellectual Property Rights** (Joint Session with Finance Conference Committee)

The definitions and framework regarding Intellectual Property Rights were presented. This included providing guidance to the Fellowship and within the service structure, the Fellowship's role in protecting Intellectual Property, and improved access to the guiding documents ([cmaservice.org](http://cmaservice.org)).

The existing Intellectual Property and Vendor Policies will need to be revised. The Service Manual was revised, and the legal framework to protect the Intellectual Property of the Fellowship was strengthened.

Federal Trademark Registration for Logo without the Circle and the acronym CMA (in the realm of Recovery) were acquired, and those for "Voices of the Fellowship" were applied for.

After consultation with the international fellowships, the North American Board of Trustees has given trusteeship of the Intellectual Property for the worldwide fellowship.

An Intellectual Property working group was created and an Intellectual Property Lawyer was selected.

International Trademark registrations under the Madrid Protocol were researched and approved for Australia, Iran, European Union, United Kingdom, and Canada.

Trademark infringements from outside organizations were discussed.

### **CMA Outside of North America**

Presented by Dale G.

An International Working Group has been examining barriers and building relationships with our international partners.

Board Actions that were taken at the Annual Board Meeting included:

- Permanent voting rights for International Delegates were added to the Service Manual.
- Added International Delegate Reports at the General Assembly.
- Affirmed International fellowships' rights to write, review, approve and publish their own literature.
- Authorized the development of a process of adapting North American Conference-approved literature.

**The Executive and Finance Conference Committees continued the discussions at the Conference. The Executive and Finance Conference Committees unanimously approved a recommendation to the General Assembly that the Board work with the International Fellowships to develop a working template for a World Service Structure by the 2023 General Service Conference.**



**A Motion was made by Peter S (AU) to establish a template for a World Service Structure by the 2023 General Service Conference. The motion was seconded by David M (MN).**

*Discussion:*

Peter S (AU) – hoped that this would provide inspiration to other international fellowships to follow suit.

Walt W (CO) – we already have a template, but this is a symbolic stake in the ground that we are committed to work cooperatively with Australia and other international partners to establish a template that works for everyone.

Dale G (CA) – this will take a lot of work.

Scott H (NC) – spoke in favor of designing this template. We need to be prepared for the future.

Will H (MA) – supports motion, described the disunity in the past at the national level – it is important to have this in place before more countries begin requesting to attend our future Conferences.

**Vote: 50 – Yes, 0 – No, 0 – Abstained. Motion PASSED unanimously.**



## 7. FINAL ANNOUNCEMENTS AND ADJOURNMENT

There were 4 outgoing Trustees. Walt W (CO) and Trish M (GA) presented crystal plaques on behalf of the Board and GSC, and thanked each with personal and heartfelt remarks:

- **Jeffrey J** (Pacific Regional Trustee, CA)
- **David M** (Great Lakes Regional Trustee, MN)
- **Mark M** (Pacific Regional Trustee, CA)
- **Zach M** (Southwest Regional Trustee, AZ)

Trish reviewed the upcoming dates of the 2019 CMA Service Calendar (posted on the Service Portal: [cmaservice.org](http://cmaservice.org)).

Jan 1, 2019 – start of new service positions.

Jan 15, 2019 – exact dates of 2019 Conference will be released, and Areas need to submit the names of the new Delegates.

Feb 15, 2019 – Conference Report 2018 will be released to the Fellowship.

PLEASE take the Conference survey! And see you in 2019 in Fort Lauderdale!

Aaron M (CO) Motion to adjourn 2018 General Service Conference.

David S (GA) seconded the motion.

*2018 General Service Conference was adjourned at 11:40 am. A gratitude panel followed.*





## 8. APPENDICES

### Appendix A: CMA Service Structure Presentation

The following are presentations slides from the CMA Service Structure presentation.





## HOW DID WE GET STARTED?

- ▶ **1994 – THE FIRST CMA MEETING:**
  - ▶ Created by Bill C. Los Angeles, CA Sept 16th, 1994, 9:45 pm.
  - ▶ Soon there were daily meetings in Los Angeles.
  
- ▶ **1997 – CMA GENERAL SERVICE ORGANIZATION (GSO):**
  - ▶ The GSO was started by the 7 Los Angeles meetings.
  - ▶ Began the process of legally incorporating CMA as a California Nonprofit Public Benefit Corporation.



## THE CMA GSO

- ▶ **1997 to 2005 – GSO was ACTIVE**
  - ▶ During that time, CMA meetings started in other states:  
  
California, Utah, Arizona, New York, DC and Georgia.
  
- ▶ **2002 – GRANTED IRS RECOGNITION as a 501(c)3 nonprofit.**



## THE CMA GSO

- ▶ **The CMA GSO was the first iteration of our service structure.**
  - ▶ The 1<sup>st</sup> meeting held on the roof of a member's web-server farm in West Hollywood.
  - ▶ GSRs from the seven (7) meetings in Los Angeles were present.
- ▶ GSRs from CMA groups nationwide were invited to attend subsequent meetings of the GSO.
  - ▶ Phoenix sent GSRs to many of those early meetings
  - ▶ We occasionally had representation from NYC, Salt Lake City and Atlanta.



## THE CMA GSO

- ▶ The GSO identified a need for a more representative service structure
- ▶ The “**Structural Reorganization Committee**” was created
  - ▶ Analyze other fellowships' service structures
  - ▶ Seek input from other parts of the country
  - ▶ Develop bylaws to create a new structure.



## INTERIM BOARD

- ▶ **2005** – New temporary bylaws were adopted to allow the formation of the new structure.
- ▶ An **Interim Board** was created with members from **Arizona, California, Georgia, New York, and Utah**. This Interim Board continued work on a new set of permanent bylaws.



## INTERIM BOARD & BOARD OF TRUSTEES

- ▶ **February 11, 2006** – The Interim Board adopted our **current bylaws** allowing regional representation; the framework of the current service structure was put into place.
- ▶ This Interim Board was elected to the first **CMA Board of Trustees**.



## THE FIRST GENERAL SERVICE CONFERENCE

- ▶ The first CMA General Service Conference was held in Park City, Utah on October 17-19, 2008.
- ▶ This Conference adopted the **Conference Charter** and the **Twelve Concepts for CMA World Service**.
- ▶ These documents allowed for elected Delegates from Area Assemblies to participate in the Conference, and created a spiritual framework for our World Service activities.



## CMA MANUAL FOR WORLD SERVICE

- ▶ The **Service Manual** was established as a **living document** at the 2010 General Service Conference in New York City. The 2011-2013 Conferences continued to provide significant input to the evolution of the document.
- ▶ The Eastern and Western Canadian Regional Assemblies were provided for in the 2015 revision.
- ▶ Revisions updating history and nomenclature were adopted at the 2017 Conference in Philadelphia.
- ▶ Additional revisions are up for approval at this Conference

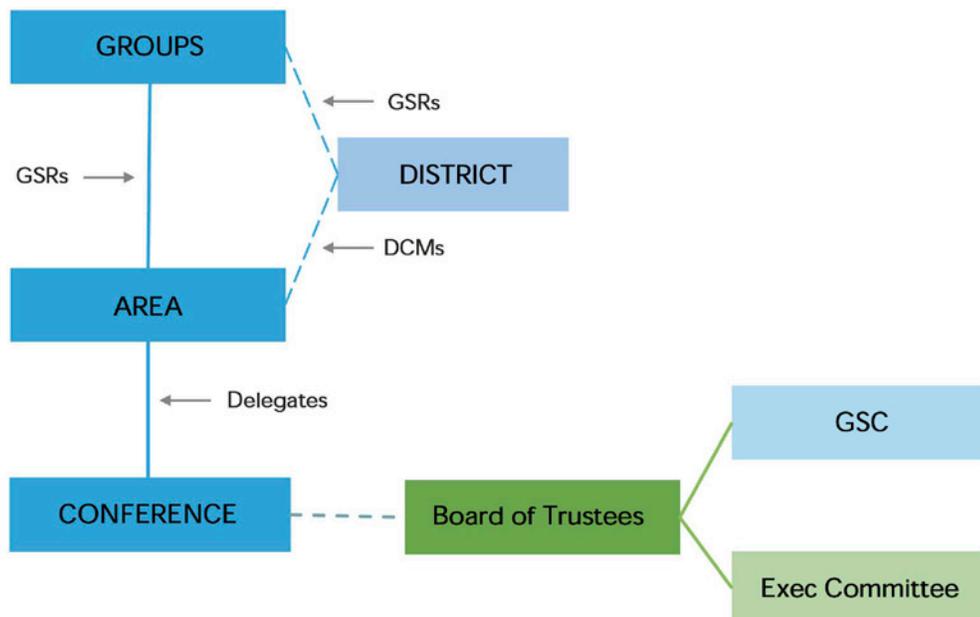


## THE SERVICE MANUAL

- ▶ This **Service Manual** provides a general description of the various elements and structure of CMA World Services; 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.
- ▶ What follows is a brief review of the various elements of the Service Structure



## THE CMA SERVICE STRUCTURE





# The Colorado Area



# COLORADO AREA GROUPS

**Unspun-N-Done\*** Grand Junction

**Tweaker Project** Denver

**Voices in Recovery\*** Bayfield, Durango

**CMA-C** Grand Junction

**Live After Crystal\*** Denver

**CMA Tuesday** Delta

**The Loaders** Thornton

**CMA Thursday** Ignacio

**Open Blinds\*** Denver

**New Beginnings** Littleton

**Sick and Tired of Being Sick and Wired** Colorado Springs

**All for One and One for All** Colorado Springs

\*Multiple Meeting; 22 Meetings Total



## THE SOUTHWEST REGION

Comprised of 6 Areas:

- Arizona
- Colorado
- Kansas
- New Mexico
- Oklahoma
- Texas



## THE GROUPS

- ▶ **CMA groups are spiritual entities** that exist beyond the specific time and place of a meeting for the purpose of carrying the message to the addict who still suffers.
- ▶ Service at the group level is essential for the survival of both the group and the rest of the service structure; without it they would fail.
- ▶ GSRs are the elected trusted servants that connect the groups to the rest of the service structure.
- ▶ Through that connection, the groups are the ultimate source of spiritual guidance for all of CMA's General Services.



## THE DISTRICTS

- ▶ **Districts are formed by Groups** that share a particular similarity (e.g. geographic, language) as necessary to facilitate effective communication between the Groups and the Area Assembly
- ▶ Groups' GSRs attend District meetings and are represented by District Committee Members (DCMs) at the Area Assembly
- ▶ Areas must recognize Districts in order for the DCM to vote at the Area Assembly



## THE AREA and AREA ASSEMBLY

- ▶ **An Area is a state- or province-wide service structure** that provides communication among the Groups (and/or Districts) in that Area.
- ▶ An Area Committee is selected to conduct the business of the Area as determined by the Groups and/or Districts.
- ▶ The **Area Assembly** provides the mechanism for channeling the collective conscience of its groups to the General Service Conference by electing Delegates and nominating Trustee candidates to the Conference.



## THE AREA DELEGATES

- ▶ **Area Delegates** participate in:
  - ▶ Area Assemblies
  - ▶ Regional Assemblies
  - ▶ The General Service Conference
- ▶ They provide for the **two-way flow of information** and communication between the Conference and the Areas.
- ▶ The Delegates carry the voice and experience of their fellowships to the Conference, and report back from the Conference to their Areas all issues that may affect CMA as a whole.



## THE AREA DELEGATES

- ▶ Delegates are charged with:
  - ▶ Presenting the agenda of the upcoming Conference (Delegate Packet) to their Area's groups
  - ▶ Encouraging feedback so that they may have informed representation of their fellowship's conscience when voting at the Conference Assembly.
- ▶ Delegates ultimately have the **RIGHT OF DECISION\*** and can vote their conscience based on the best information that they have.

\* (Concept Three)



## THE 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 One)***

- ▶ CMA General 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.



## THE 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 One)***

- ▶ This mechanism ensures that the member groups of CMA can provide spiritual direction to CMA General 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." The minority opinion is allowed a full and carefully considered voice.



## THE GENERAL SERVICE CONFERENCE

- ▶ **The General Service Conference is a spiritual body that serves as the active voice and the effective conscience of our Fellowship in its world affairs; it has no legal structure.**
- ▶ The Conference serves to
  - ▶ protect our foundational principles, including the Twelve Steps and Twelve Traditions
  - ▶ to approve literature, including readings, pamphlets, and publications.



## THE GENERAL SERVICE CONFERENCE

- ▶ **The Conference offers spiritual guidance to the Board and its standing committees. A  $\frac{2}{3}$  vote by the Conference Assembly directs an “**advisory action**” to the Board; a simple majority vote directs a “**recommendation**”.**
- ▶ The Conference is comprised of the Board of Trustees, the General Service Committee and its standing advisory committees, the Area Delegates, and special workers. (Not all of these attendees have a vote - see Service Manual)



## THE GENERAL SERVICE CONFERENCE



Any member of the Fellowship can attend the Conference



## REGIONS and REGIONAL ASSEMBLIES

- ▶ Regions are comprised of multiple (mostly) contiguous Areas; there are eleven (11) Regions making up the North American Conference.
- ▶ **Regions function primarily to nominate Trustees** to the Conference for recommendation to the Board of Directors.
- ▶ Each Area within a Region can put forth a Trustee candidate.
- ▶ At the **Regional Assembly**, the Trustee nominee is selected from among these candidates to represent the Region.



## NORTH AMERICAN CONFERENCE REGIONS



## CRYSTAL METH ANONYMOUS, “INC.”

- ▶ **Crystal Meth Anonymous (CMA)** is a California Public Benefit Corporation organized as an IRS recognized 501(c)3 non-profit organization.
- ▶ It is the **business entity** that takes care of the “outer world” responsibilities of CMA (taxes, legal issues, insurance, state and federal requirements, etc.).



## CRYSTAL METH ANONYMOUS, “INC.”

- ▶ **Board of Directors** (aka Trustees) must be self-electing under California Law, but the Board takes the recommendations for Trustee endorsement by the Conference prior to electing them.
  - ▶ Up to 22 Regional Directors
  - ▶ Up to 6 At Large Directors – not necessarily addicts
  
- ▶ The Board has two standing committees:
  - ▶ **General Services Committee (GSC)**
  - ▶ **Executive Committee**



## GENERAL SERVICE COMMITTEE (GSC)

- ▶ Consists of all the members of the Board and the Chairpersons of the Advisory Committees
  
- ▶ Six (6) standing **Advisory Committees**:
  - ▶ Literature
  - ▶ Hospitals and Institutions (H&I)
  - ▶ Public Information and Outreach (PI&O)
  - ▶ Communications
  - ▶ Finance
  - ▶ Conference
  
- ▶ **The GSC’s primary responsibility is to the CMA Fellowship**



## EXECUTIVE COMMITTEE

- ▶ The **Executive Committee** consists of Board officers, (Board chair, vice chair, secretary and treasurer), the chairperson of the GSC, and two at-large Board members.
- ▶ Primarily responsible for the “outward facing” issues: the legal and financial operating requirements of CMA.
- ▶ Communicates with the IRS, State of California, and other federal and state entities.



## INTERGROUPS

- ▶ **Intergroups are separate entities, and not part of the Service Structure.**
- ▶ Should be separately incorporated and not use the phrase “Crystal Meth Anonymous” in their legal name.
- ▶ They provide services to the groups in a geographic area as determined by the groups they serve.
- ▶ They may deal with “outward facing” business matters.
- ▶ Services may include meeting lists, phone lines, websites, entertainment, fundraising, chips and literature sales, etc.



## WHERE WE STAND TODAY

- ▶ The North American service structure is filling in at all levels, but in many places it remains underdeveloped.
- ▶ 6 out of 11 Regions are represented by Trustees
- ▶ 7 out of 11 Regions are represented by Delegates



## WHERE WE STAND TODAY

- ▶ There are currently meetings registered in 42 of the 50 states\*, DC, and 5 Canadian provinces
  - ▶ 18 out of 51 Areas in the U.S. and 1 of the Areas in Canada are represented by Delegates
- ▶ We've come a long way, but there's room to grow.

\*AK, DE, IA, NH, RI, SC, VA, VT haven't registered meetings with [crystalmeth.org](http://crystalmeth.org)



## WHERE WE STAND TODAY

- ▶ Since its inception, CMA has spread to at least four continents. CMA groups are operating in **Australia, Bangladesh, France, Germany, Great Britain, Iran, The Netherlands, Spain** and locations in **Southeast Asia**.
- ▶ The Executive Committee is currently working with the Australia fellowship to develop the construct whereby Australia can have it's own Service Structure and Conference, develop its own readings and literature, and help pave the way for other international fellowships.



## **Appendix B: Annual Financial Update and Finance Conference Committee Report and Presentation**

### **Annual Financial Update**

Danny T., Board Treasurer and David H., GSC Treasurer presented the Annual Financial Update. A presentation was made detailing the income and expenses of the Fellowship over the previous year.

Key points that were explained are:

- Income comes from Seventh Tradition, Chip and Literature Sales
- All donations to CMA are charitable donations
- The new Chip sales have been good for the Fellowship
- Seventh Tradition is up \_\_\_% over the previous year
- Conference cost is the number one driver for expenses.

Implemented revenue generators for this year:

- Enameled Medallions for years 15 and 20
- Medallions for years 16 to 20

Danny and David received questions and comments from the floor.

### **Finance Conference Committee Report**

David M., Finance Committee Chair, gave the report for the Finance Advisory Committee.

He provided an overview and scope of the Finance Advisory Committee and its mission.

The Committee met with the Executive Committee to discuss the year's experiences with Intellectual Property and to discuss where the Fellowship will target its focus for 2019 and beyond. The two committees also discussed the International Fellowship and the questions that have arisen out of the discussions between Australia and the US working committee regarding setup and copyright/trademark concerns.

The Committee reviewed a draft of Expense Guidelines for Directors, Trustees, Committee Chairs and Others Authorized to Travel on Behalf of CMA. A workgroup was set up to discuss and revise the document for review and approval of the Finance Committee on their future calls.

The Committee discussed the Organization's Prudent Reserve Policy and reviewed it to determine if it was still in line with the purpose of CMA. It was agreed that the current policy is still valid. A discussion was held regarding whether the reserves should be held in its current savings account. The Committee agreed to recommend moving our savings to a higher yield bank account.

A short discussion was held to review the current budget process. A new form was



developed this year by Treasurer Danny T. to assist the Advisory Chairs in submitting their budgets. Danny reported that the process went well, so no changes were needed at this time.

The Committee discussed several ideas for additional revenue:

- Begin the Mimeo program for pamphlets and readings
- New Group starter kit. The challenge so far has been to find a brochure holder that is cost effective.
- CMA pop-socket for phones
- 25th Anniversary Medallion
- Key Chains for the new chips
- Hats, sweatshirts, coffee mugs

Yvonne W. Updated the Committee on the fulfillment process. We have already had to order an additional 70,000 chips.



The following are presentations slides from the Finance Committee presentation.



2018  
CMA  
General Service  
Conference  
Denver, CO

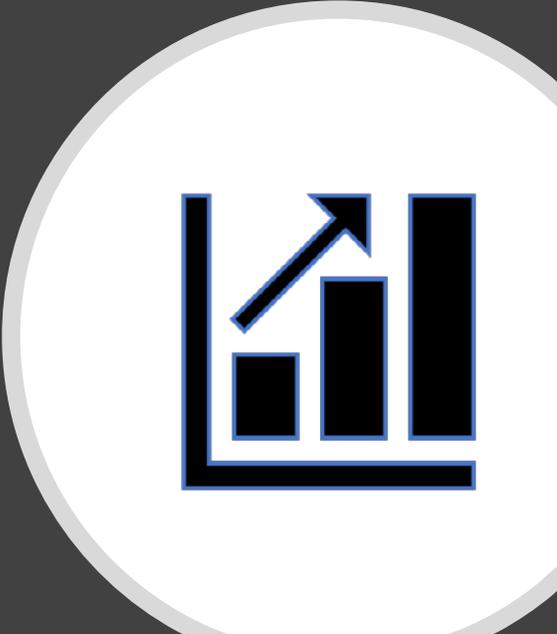
Keeping our distance from the seat of  
perilous wealth or power  
Concept XII

The logo features a stylized mountain range with three peaks. The left peak is labeled 'Finance', the right peak is labeled 'Advisory', and the base is labeled 'Committee'. The text is in a green, sans-serif font.

## Financial Update

FY 2018 (7/1/17 – 6/30/18)

Presented by:  
Danny T., Board Treasurer  
David H., GSC Treasurer



A circular graphic containing a bar chart with three bars of increasing height and an upward-pointing arrow, symbolizing growth or progress.

## Concept XII

Reminds us that

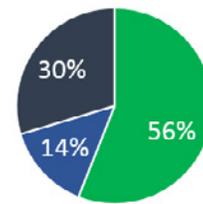
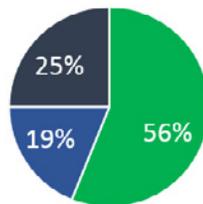
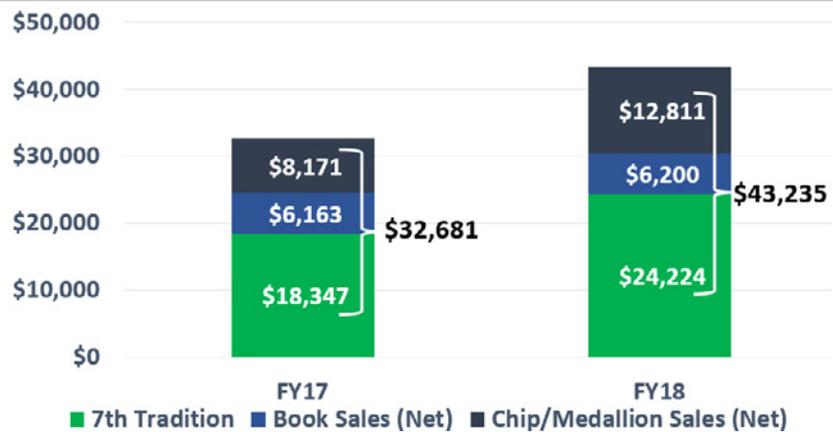
"sufficient operating funds and reserve be our prudent financial principle"

This means that we can

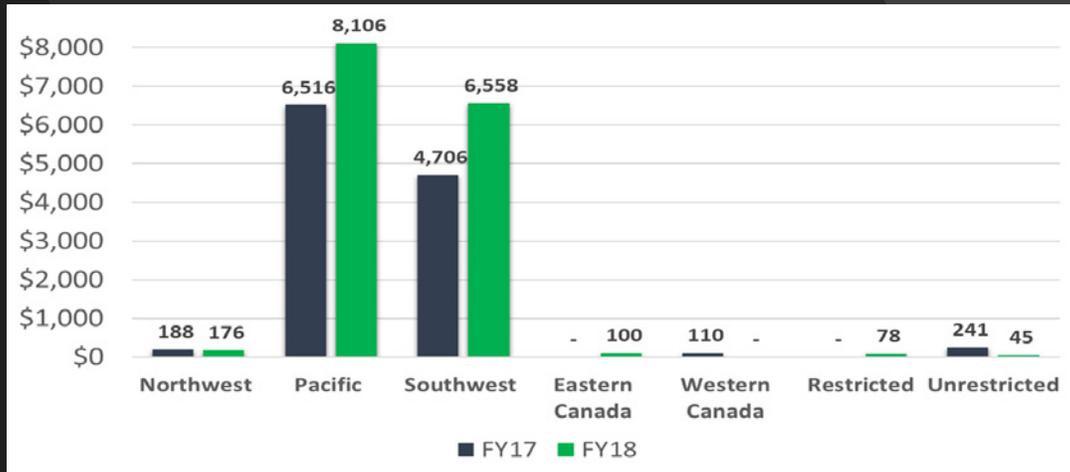
**only do what we can afford,**

exercising caution when allocating our limited resources

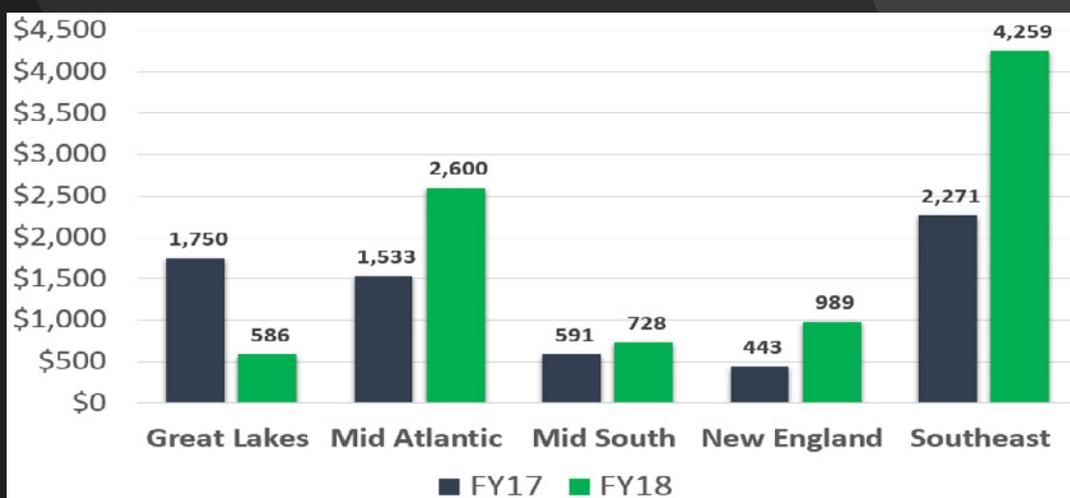
## Income by Source



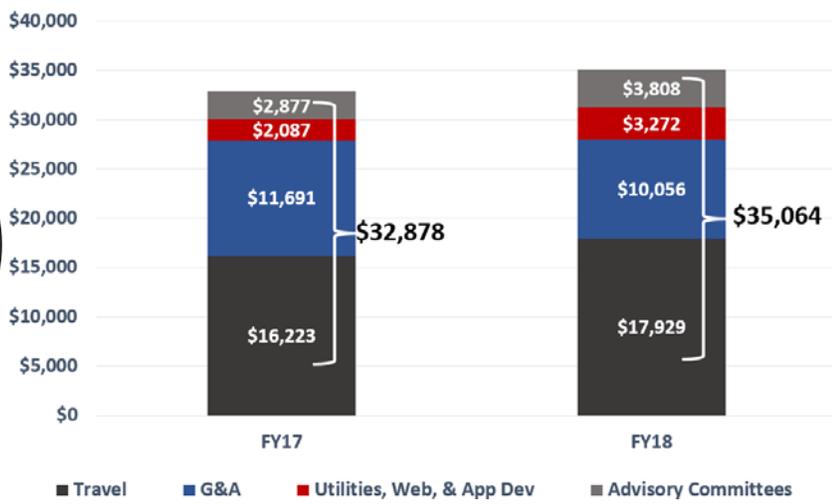
## Contributions by Region: Western U.S., Canada, & Other



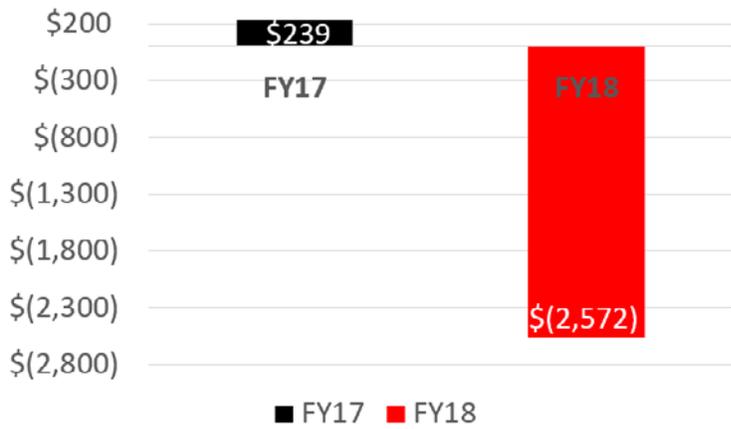
## Contributions by Region: Great Lakes & Eastern U.S.



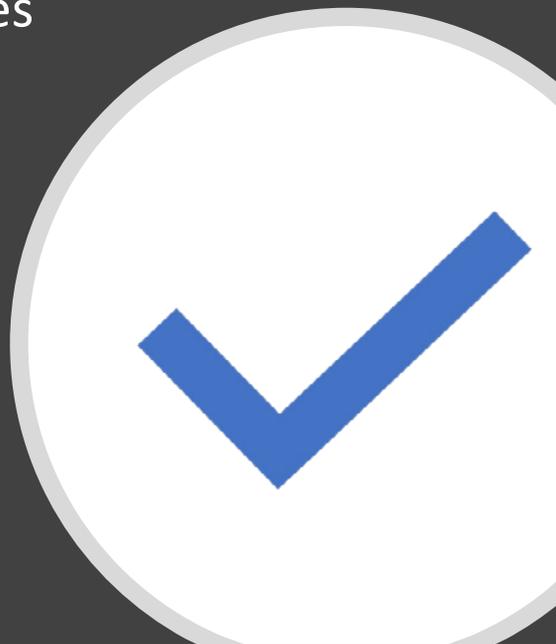
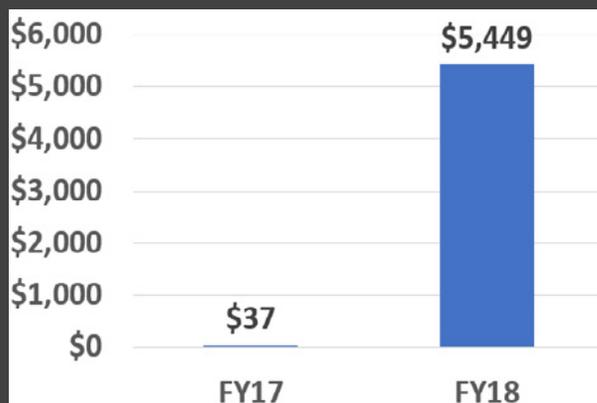
# Major Expenses



# General Service Conference (Net)



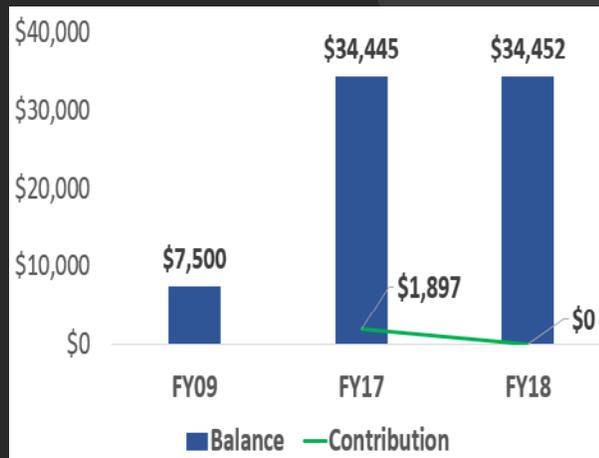
## Excess Revenues/Expenses



## Prudent Reserve

### •Benchmark

- Range of ten – twelve months of budgeted expenses
- The annual contribution to the prudent reserve shall not exceed 15% of the budgeted net revenues (revenues less cost of goods sold).
- FY19 budgeted expenses of \$55,132 and budgeted net revenues of \$55,139:
  - Target Range: \$46K - \$55K
  - Max annual contribution \$8,271
- FY19 Actual contribution: \$2,449



## Statement of Financial Position

	As of Jun 30, 2018	As of Jun 30, 2017 (PP)	Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
Prudent Reserve	\$ 34,452	\$ 34,445	\$ 7	0%
Checking/PayPal	33,341	34,897	(1,556)	-4%
Accounts Receivable	-	454	(454)	-100%
Inventory	15,453	8,571	6,882	80%
Prepaid Expenses	1,250	-	1,250	
<b>TOTAL ASSETS</b>	<b>\$ 84,495</b>	<b>\$ 78,367</b>	<b>\$ 6,128</b>	<b>8%</b>
<b>LIABILITIES AND EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Accounts Payable	\$ 779	\$ 600	\$ 179	30%
Conf Revenue Received	1,800	1,300	500	38%
<b>Total Liabilities</b>	<b>\$ 2,579</b>	<b>\$ 1,900</b>	<b>\$ 679</b>	<b>36%</b>
<b>NET ASSETS</b>	<b>\$ 81,916</b>	<b>\$ 76,467</b>	<b>\$ 5,449</b>	<b>7%</b>

## Funding Shortfalls

Overall travel budget is still underfunded. Though, we have made incremental increases YoY. Current budget \$21K vs \$50K estimate actual

Committee projects not fully funded

Existing projects are done in phases



## Solutions to Shortfall

### Increase Revenue

- New revenue generating ideas
- Encourage purchase of books, chips, and medallions directly from CMA
- 7<sup>th</sup> Tradition Contributions – We all have a shared responsibility
  - Encourage groups, through an informed group conscience, to adopt a contribution plan tailored to their needs – see 7<sup>th</sup> Tradition pamphlet for suggested guidelines
  - Individuals can contribute up to \$3K per year or bequest in estate up to \$5K

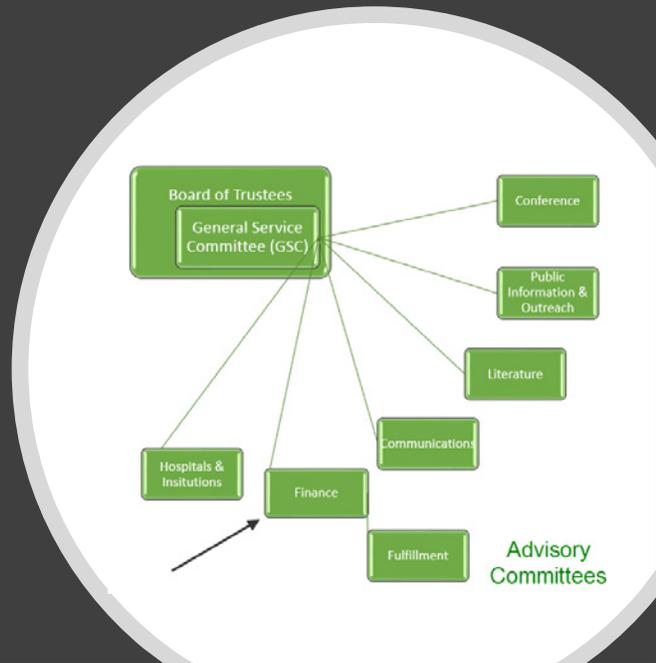
### Cost Control

- Spending limited resources wisely
- Bidding out major expenses
- Locking in prices through negotiated agreements

## Q&A



# Finance Advisory Committee



# Members

David M (Chair) – Minneapolis	Ryan D. -- Portland
Danny T (Board Treasurer) -- Miami	John Mc. - Georgia
David H (GSC Treasurer & Literature Liaison) -- NYC	Isaac K. -- Indianapolis
Mitchell S (Co-Chair) – Indianapolis	Matthew R. -- Atlanta
Robert R. (Secretary) – New York	
Ted W. – Washington, DC	
Mary M – Phoenix	
Patrick M -- San Francisco	
Yvonne W (H&I Liaison) – Phoenix	



## Purpose

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To develop and implement policies and procedures in all matters concerning the finances of Crystal Meth Anonymous, including ways and means to generate funds necessary for the continued growth of the fellowship, in accordance with our Twelve Traditions and Twelve Concepts.

## How do we carry out that purpose?

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- Draft the annual budget and make recommendations on financial priorities
- Advise on:
  - Acquisition, maintenance, and protection of assets
  - Required financial filings
  - Revenue generating ideas
  - Asset utilization
  - Act as a resource for CMA groups on financial matters
- Report financial results on a quarterly basis
- Oversee the fulfillment process



## Completed Projects & To Do

### Completed

- Gold-plated medallions years 15 & 20
- Mimeo print-on-demand trial will launch soon
- New chip style and supplier

### To Do

- Greeting cards for anniversaries
- Keychains for new chips
- New group starter pack
- Board/Committee Chair expense guidelines

## Finance Breakout Session

### Expense Guidelines

- Reviewed draft of expense guidelines for directors, committee chairs, and other interested persons.
- A workgroup will meet to review and revise the guidelines

### Prudent Reserve

- Current prudent reserve policy was discussed and determined to be sufficient

### Bank Account Maintenance

- A recommendation was made to move the prudent reserve funds to a higher yield bank account



## Revenue Generating Ideas

### Mimeo

- Reviewed status of Mimeo print-on-demand service for pamphlets.

### New Group Starter Kit

- To include: chips, pamphlets , how to start a meeting and maybe a pamphlet rack

### Key Chains

- Holders for medallions and chips

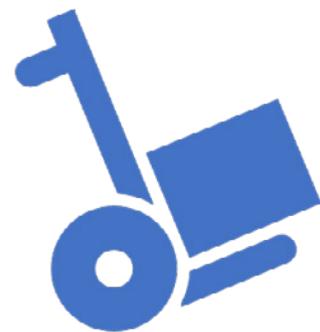
### 25<sup>th</sup> Anniversary Medallion

- For the 2019 conference

### Pop Sockets

## Fulfillment

- Meet our Chip-monk, Yvonne
- 74K chips!



## International & Intellectual Property

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- Were discussed in a joint session with the Executive and it will be part of the executive report on Sunday



## Appendix C: Communications Conference Committee Report & Presentation

### Communications Advisory Committee Report

#### Attendees

Jon M. (Dallas, TX)  
Brandon S. (Dallas, TX)  
Ross M. (Chicago, IL)  
Michael R. (Miami, FL)  
Pete S. (Los Angeles, CA)  
Sarah G. (Denver, CO)  
Nikki F. (Kansas City, KS)  
Irene B. (Phoenix, AZ)  
John E. (Phoenix, AZ)  
Garrett C. (Atlanta, GA)  
Bill O. (MN)  
Brandon S. (San Francisco, CA)  
Jon M. (Baltimore, MD)  
Trish M. (Atlanta, GA) – In attendance for afternoon session  
Doug B. (Oakland, CA) – In attendance for afternoon session

Jon welcomed the team and reviewed the agenda for the day, along with the purpose of the Communications Advisory Committee as stated in the Service Manual. It was suggested to reach out to the fellowship for help with graphic design and App development.

#### Review of Existing Service Offerings

##### Service Portal

Jon gave an overview of [cmaservice.org](http://cmaservice.org), which is for those serving at the GSC level, along with Area Chairs and local PI&O and H&I contacts. Additional content was added in the past year included logos, Trustee nomination procedures, etc.

**Irene made a motion to include Area/Intergroup Representatives to the list of roles on [cmaservice.org](http://cmaservice.org) sign-up in order to make it available to a greater number of Areas. Motion was seconded by Ross M. and carried with 11 in favor and 2 abstentions.**

The group expressed a desire to have forum functionality added to [cmaservice.org](http://cmaservice.org) so that users can post questions and engage with others in service. Pete S. is to create a test site and turn on the forum functionality that we already have so that we can review it.

##### Newsletter

Wiafe M. creates and sends out the newsletter via Mailchimp. He was not in attendance so Jon gave an overview. We had voted at the last Conference to send quarterly newsletters but only sent two this year. It was suggested that instead we send the newsletter out before and after the Conference as that seems to fit better with the way the GSC



committees work. Additional suggestions made regarding the newsletter include that it is very text heavy. Perhaps include more graphics or make the text more succinct. Also maybe add a form to the front page of [crystalmeth.org](http://crystalmeth.org) so people can subscribe to the newsletter.

#### Constant Contact

Ross M. led a discussion on the upcoming work to move to Constant Contact for contact management, newsletter, surveys and event management. For the contact list, we need to build out our segments – how we want to group and classify our contacts. The plan is to move our contact lists into Constant Contact and then use it to send out our next newsletter.

#### Speaker Recordings

Brandon S. (Dallas) gave a report on the current status of plays, number of tracks, etc. He covered the process whereby a speaker recording is submitted via the website (with an electronic release), reviewed by the workgroup and then posted to SoundCloud once approved per the guidelines stated on the online submission form.

It was suggested that the next work in this area would be to come up with a list of searchable tags that could be linked to recordings.

#### CMA App

The workgroup is looking into possibly hiring a developer which is a costly endeavor. A possibility would be to save up some money from our budget each year over time. It was suggested that we work with Finance on how best to accomplish this once we have a good estimate. Jon will ask during the presentation for feedback from the Fellowship regarding specific functionality they are looking for in an App as perhaps that will help us with scope.

#### Website

A motion was made by Ross M. to adopt meeting codes (as used on the Los Angeles CMA site) and update our meeting list with these searchable codes. Seconded by Trish M. and passed with 11 in favor and 2 abstentions.

#### Election of Officers

Individuals interested in serving in a position self-nominated by stating they were willing to serve in that role.

- Chair – Jon M. (Dallas) by acclamation
- Co-Chair – Michael R. (Miami) by vote
- Secretary – Brandon S. (Dallas) by vote
- Chief Technology Officer – Ross M. (Chicago) by acclamation

#### Committee Liaisons

Jon gave an overview of the Liaison positions and that they attend both Communications calls as well as those of the other committee. They bring communication needs of the other committee to our group so that we can work on them.

- Conference – Trish M. (already serving)
- Finance – Michael R. (new commitment) and Jon M. (already serving)



- H&I – Irene B. (new commitment)
- Literature – Bryan F. (already serving)
- PI&O – Garrett C. (new commitment)

Jon reviewed the presentation for the next day’s general session.

Serenity Prayer was said by the group and meeting adjourned.

The following are presentations slides from the Finance Committee presentation.



## PURPOSE

- ▶ Develop, deliver and facilitate communication within the fellowship of CMA.
- ▶ Providing information and soliciting participation and input from all areas of service.
- ▶ Managing the CMA website [www.crystalmeth.org](http://www.crystalmeth.org).
- ▶ Establishing recommended guidelines for communication.

## COMMITTEE MEMBERS

- ▶ Jon M. - Chair
- ▶ Trish M. - Co Chair
- ▶ Lisa H. - Secretary
- ▶ Dale G. -  
Technology, App
- ▶ Bill O.
- ▶ Brandon S. –  
Speakers
- ▶ Brandon S.
- ▶ Bryan F. - Literature Liaison
- ▶ James R.
- ▶ John E.
- ▶ Jon M.
- ▶ Michael R.
- ▶ Nikki F.
- ▶ Pete S.
- ▶ Ross M.
- ▶ Sam M.
- ▶ Sarah G.
- ▶ Wiafe MB. – Newsletter

## CRYSTALMETH.ORG SESSIONS BY OS – PAST 12 MONTHS

iOS	53,072	40%
Android	44,991	34%
Windows	24,018	18%
Mac	8,221	6%
Other	1,934	2%
<b>TOTAL</b>	<b>132,236</b>	

## READING DOWNLOADS – PAST 12 MONTHS

Are You A Tweaker?	3960
The Twelve Steps: A Plan of Action	3732
What is CMA?	1681
I Can Stay Sober	1672
There Is Hope	1402

## PAMPHLET DOWNLOADS – PAST 12 MONTHS

Sober Toolkit	1984
To The Newcomer	1542
Staying Sober	1428
What is Crystal Meth Anonymous?	1424
What About Alcohol and Other Drugs?	1271

## NEWSLETTER SUBSCRIBERS OPEN RATES

Vol. 4 (Sept 2018)	1,294	23.7%
Vol. 3 (Feb 2018)	1,332	27.3%
Industry Average		18.9%



## SPEAKERS

Recordings	58
Plays To Date	6,645

## CMA APP

- ▶ Background
- ▶ Functionality
  - ▶ Meeting Finder
  - ▶ Chair a Meeting (Literature)
  - ▶ Upload and Listen to Speakers
  - ▶ Sobriety Counter
- ▶ Path Forward

## 2018 YEAR IN REVIEW

- ▶ Quarterly Newsletters
- ▶ Service Portal Enhancements
- ▶ Speaker Recordings Process Improvements
- ▶ Website Updates
- ▶ Continue Work on CMA App
- ▶ Explore Additional Communication Tools
- ▶ Committee Support

## 2019 GOALS

- ▶ Move to Constant Contact
- ▶ Service Portal Forum
- ▶ Continue Work on CMA App
- ▶ Committee Support
- ▶ Meeting List Codes
- ▶ Speaker Tags

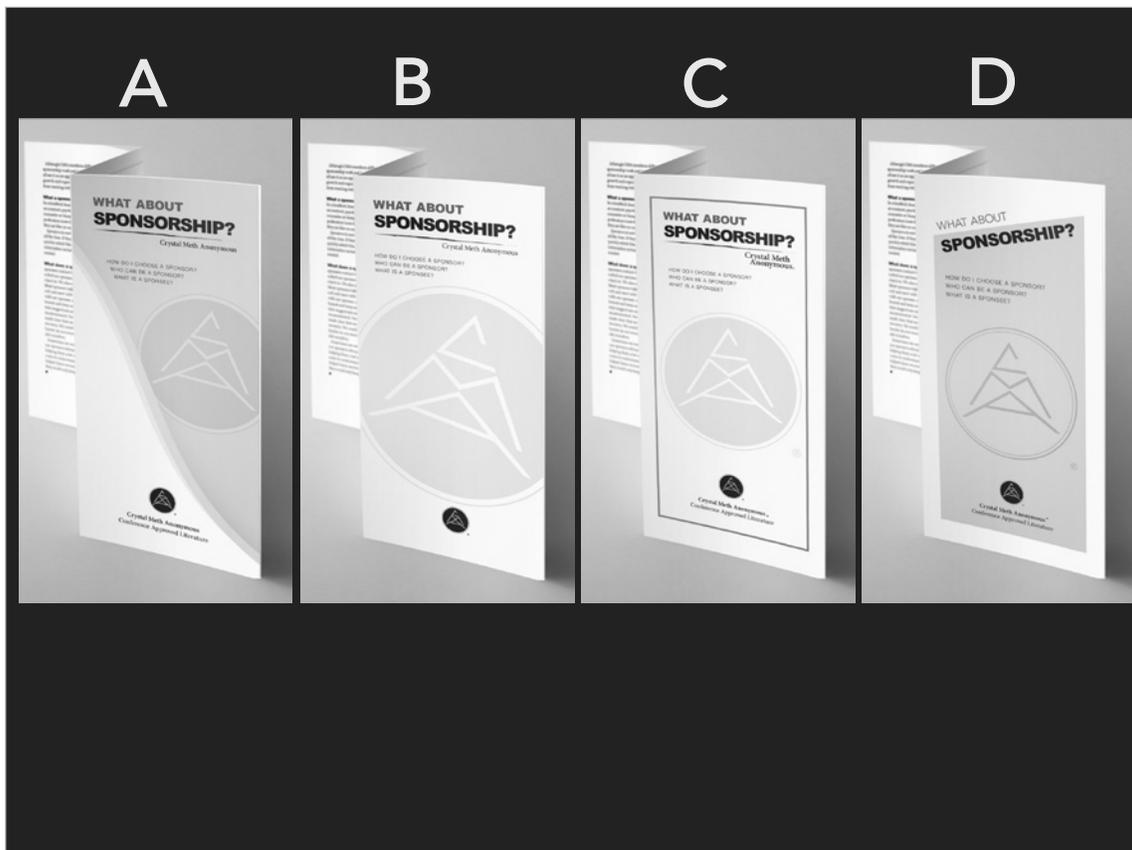
# COMMUNICATIONS

4th Sunday

4:30 PM Eastern / 1:30 PM Pacific

605-475-4125 code 483 9492

cmacommunications@cmagso.net



## Appendix D: Literature Conference Committee Report and Presentation

### Literature Conference Committee Summary

We began the Literature Conference Committee breakout session of the 2018 General Service Conference by discussing the history of the Voices of the Fellowship project with members that did not have any experience with the preparation of the book. We then reviewed the demographics of the authors that provided stories for the book to gain an understanding of the range of the submissions. The feedback from the GSC (General Service Committee) was discussed extensively and a plan was developed for the next course of action which would involve two editing calls a month to address concerns and produce a finished product for the Fellowship. This concluded the first half of the day and we broke for lunch.

We met with the H&I Conference Committee in a joint session to discuss their current book project *From the Inside Looking Out: A Sober Cell*. H&I was looking for assistance from the Literature Advisory Committee (LAC) on this project and it was decided that the best course of action would be for LAC to edit the introduction and H&I would edit the format and procure more submissions. The tentative plan was to have joint committee conference calls beginning in February.

The revision of the readings *The Twelve Steps: A Plan of Action* and *What is CMA* were reviewed and feedback was provided. No edits were made but suggestions would be taken under advisement for future revision calls.

As the term for Aaron M. as the LAC Chair would expire at the end of the year, it was noted that the document *LAC Two Year Goals* would need to be updated by the incoming Chair, Freddie C-D. Aaron M. offered to assist wherever needed.

Literature inconsistencies has been an ongoing project headed up by Jeffrey J. and Aaron M. The goal is to have the same literature throughout the Fellowship while recognizing that meetings are autonomous. This will continue for the foreseeable future.

A review of the progress of the foreign language translations was performed by the committee. It was noted that the order for the translation of *Crystal Clear* into other languages would be Spanish, French, German, and Farsi. Other languages to follow are Hmong, Dutch and Vietnamese. The Spanish translation would be completed by the end of the year.

The end of the breakout session was used for brainstorming. The ideas presented included: an update to the Service Manual, Twelve Concepts specifically for CMA, a long form of the Traditions, a meditation book, pamphlets on Fear, Resentment, Family Recovery, and Sex, an update to the pamphlet design, a CMA workbook, CMA newsletter similar to the Grapevine, and a clean living book. That concluded the Literature Conference Committee breakout session of the 2018 General Service Conference.



The following are presentations slides from the Finance Committee presentation.



## 2018 CMA General Service Conference Literature Advisory Committee Report



## Literature Advisory Committee Members

- ▶ Aaron M. - Committee Chair
- ▶ Freddie C. - Committee CO-Chair
- ▶ Robert R. - Secretary
- ▶ Bryan F. - Communication Liaison
- ▶ David H. - Finance Liaison
- ▶ Tim P. - PI&O Liaison
- ▶ Victor M. - H&I Liaison
- ▶ Chip E.
- ▶ Jeffrey J.
- ▶ Diana M.
- ▶ David S.
- ▶ Lisa H.
- ▶ CJ. M.
- ▶ Alex S.
- ▶ Ross H.



## Literature Advisory Committee Members at the Conference

- ▶ John G. - Durham, NC
- ▶ Bobby K. - Chicago, IL
- ▶ Nicholas B-G. - Houston, TX
- ▶ Traci R. - Denver, CO
- ▶ Dave C. - Atlanta, GA

## Past Year's Committee Work

- ▶ Completed the *Voices of the Fellowship* book project.
  - Members of the GSC read and reviewed the book in its entirety.
  - A subcommittee was formed to consolidate the data.
  - The LAC is utilizing the feedback to present a revised version by 2019.



## Additional Committee Work

- ▶ Readings Revisions
  - ▶ The Twelve Steps: A Plan of Action
  - ▶ What is CMA?
  - The subcommittee has taken the feedback from the General Assembly at the 2017 GSC, and applied it to the current versions.
  - A recent review of the readings occurred on the October GSC call and further revisions were requested.

## Additional Committee Work

- ▶ Foreign Language Translations
  - It was determined that a professional translation of *Crystal Clear: Stories of Hope* would be necessary.
  - The LAC is proud to announce that the Spanish version will be available for purchase by the fellowship this year.
  - The goal is to translate the book into a new language each year.



## Additional Committee Work

- ▶ Literature Inconsistencies
  - ▶ Continued effort to address inconsistencies in all the readings, pamphlets, meeting formats, and governing documents of the Fellowship has been facilitated by LAC members.
  - ▶ The goal is to have only one version of each and every piece of literature available for the Fellowship on the website.

## Committee Work at the Conference

- ▶ Voices of the Fellowship
  - ▶ The final review report from the GSC was used as a guideline for our breakout session work on the book.
  - ▶ Goal to have Interim Approval and print-ready copies at the Conference in Ft. Lauderdale.



## Additional Committee Work at the Conference

- ▶ Foreign Language Translations
  - ▶ Once *The Twelve Steps: A Plan of Action* and *What is CMA?* are Interim Approved, the translations into Spanish, French, German and Farsi will be made which will complete those reading suites.
  - ▶ The payment for the Spanish back-translation of *Crystal Clear: Stories of Hope* was provided by the GSC, and the final product will be prepared in a week.

## Additional Committee Work at the Conference

- ▶ *From the Inside Looking Out: A Sober Cell*
  - ▶ The LAC and the H&I Advisory Committee met to discuss the recently completed collection of stories on incarceration for distribution at H&I panels.
  - ▶ The LAC is preparing the introduction for this document and providing additional “jail-stories” for review.
  - ▶ Joint-committee conference calls will be scheduled in the future.



## Additional Committee Work at the Conference

- ▶ Review of Two-Year Goals
  - The goals set forth for the Committee in December of 2016 were reviewed. Of the ten items listed, all are either completed or currently in process.
  - A new chair will be elected in December. The Two-Year Goals to be updated in January of 2019.

## Call to the Fellowship

- ▶ The literature of Crystal Meth Anonymous is written by its members. That means **YOU and ME!** Please go to [www.crystalmeth.org](http://www.crystalmeth.org) and the section *Voices of the Fellowship* to read members' stories for ideas of how you can share your story!





## Literature Advisory Committee Monthly Conference Call

- ▶ The Committee meets on the first Saturday of the month at 8:30 am PST/11:30 am EST. The call in number is **605-475-5950** and the access code is **9764886**.
- ▶ Contact can be made with us at [aaron.m@cmagso.net](mailto:aaron.m@cmagso.net) and [fred.d@cmagso.net](mailto:fred.d@cmagso.net) with any questions or submissions.



## Appendix E: PI&O Conference Committee Report and Presentation

### Public Information and Outreach Advisory Committee Breakout Session Report

Who was present:

Keith F (CA)  
Tim D (GA)  
Jimmy C (PA)  
Traci R (CO)  
Bill E (DC)  
Armando D (FL)  
Josh L (IL)  
Josef O (MN)  
Mike H (PA)  
Tanner W (OR)  
Lisa H (UT)  
Larry C (NC)  
Casey G (MN)  
Dak A (MN)

While we had a great breakout session, the majority of the time was working on one document, *Introduction to Public Information and Outreach*. Because there were a number of people in the breakout session that were not part of the monthly Advisory Committee call, we were able to get “fresh eyes” on the document.

We had two people volunteer for Liaison assignments. Dak A. agreed to be the Liaison to the Communications Advisory Committee and Josef O. agreed to be Liaison to the Literature Advisory Committee. Lisa H. expressed interest in the Advisory Committee Co-Chair position and would decide before the November call.

**There were two motions made during the breakout session. The first was to change the name of our primary working document from Workbook to Handbook. Keith Folger made the motion, Bill Ellett seconded, the motion passed unanimously. The second motion was to always make a notation on a document of approval status and date of said status. Keith Folger made the motion, Bill Ellett seconded, motion passed unanimously.**

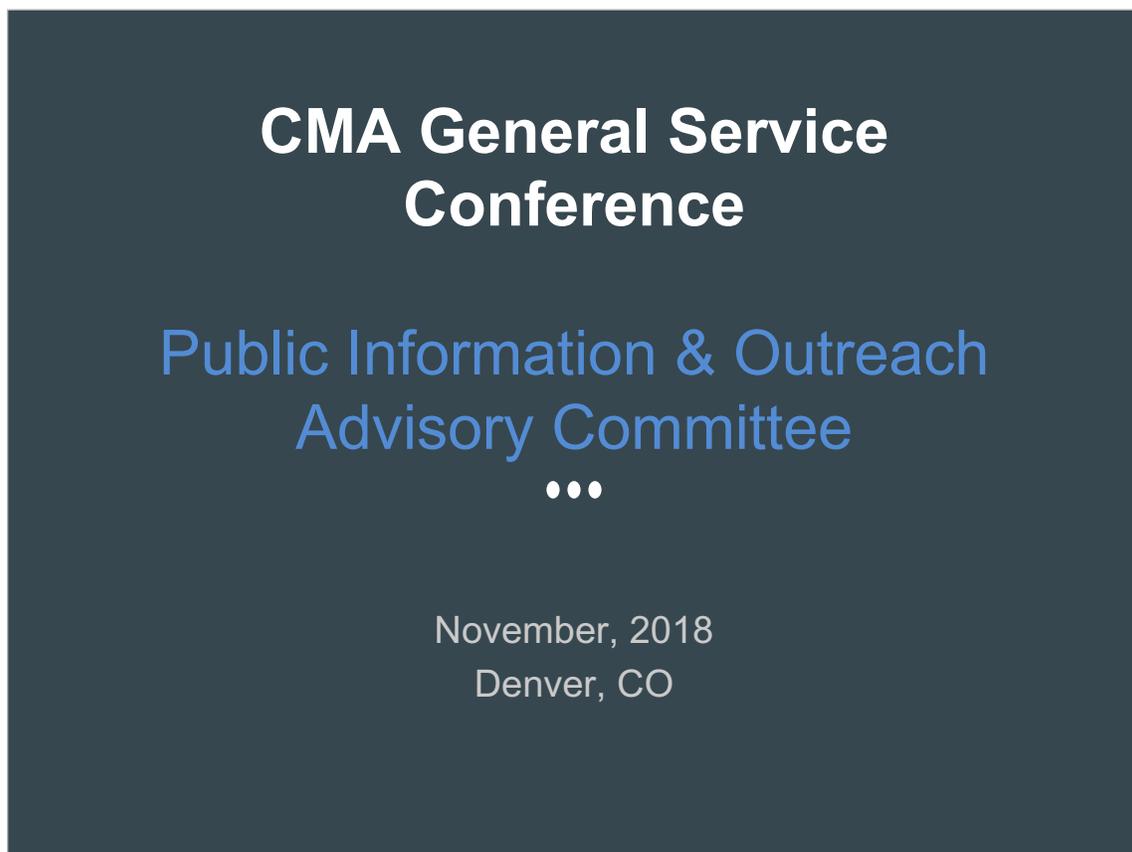
#### **We set the following goals for the coming year**

- Move forward with completing in process documents for the PI&O Handbook.
- Cleaning up current document organization.
- Continue to review already approved documents and revise as needed.
- Continue with the Helpline and email requests.
- Setting up workgroups to:
  - Reach out to “dark” areas that may not be currently served by CMA.
  - Actively implement outreach via web, snail-mail etc. This will included individuals from the Communications Advisory Committee as well.



The end of the breakout session was used for brainstorming. The ideas presented included: an update to the Service Manual, Twelve Concepts specifically for CMA, a long form of the Traditions, a meditation book, pamphlets on Fear, Resentment, Family Recovery, and Sex, an update to the pamphlet design, a CMA workbook, CMA newsletter similar to the Grapevine, and a clean living book. That concluded the Literature Conference Committee breakout session of the 2018 General Service Conference.

The following are presentations slides from the PI&O presentation.



## Public Information & Outreach (PI&O)

### Who we are

- Keith F., Chair/Finance Liaison (CA)
- Tim P., Co-Chair/Chair nominee/Trustee nominee/Literature Liaison (GA)
- Michael-Paul H., Secretary/Conference Liaison (TX)
- Armando D., Treasurer (FL)
- Jimmie C., Helpline Coordinator/Trustee nominee (NJ/PA)
- Julie E. Incoming H&I Liaison
- Bill E. (DC)
- Walt W., Trustee, (CO)
- Tanner W., Trustee, (OR)
- Josh L., Co-Chair nominee(IL)
- Traci R., (CO)
- Eric N., (TX)
- Patrick R., Incoming Editor(AZ)
- Greg W., (PA)

## Public Information & Outreach (PI&O)

### Who we are continued...

#### 2018 Conference Participants (not listed on previous slide)

- Bill E. (DC)
- Casey (MN)
- Dak D. Incoming Communications Liaison (MN)
- Josef O. Incoming Literature Liaison (MN)
- Larry C. (NC)
- Lisa H. (UT)
- Mike H. (PA)



## Public Information & Outreach (PI&O)

### What we do

#### PI&O Vision Statement:

“All those affected by crystal meth are informed of Crystal Meth Anonymous.”

#### PI&O Mission Statement:

“To provide and communicate consistent and readily available information and resources to all those affected by crystal meth.”

## Public Information & Outreach (PI&O)

### What we do

CMA PI&O has one ultimate focus, and it mirrors the primary purpose of each CMA group, “to carry its message to the addict who still suffers.” CMA PI&O accomplishes this in three ways :

- Providing information to the public about the CMA fellowship.
- Providing information to the "non-addict" whose work or association may be involved with an active crystal meth addict.
- Providing information to the CMA fellowship, keeping it well-informed so that members and groups may work more effectively to carry the message.



## Public Information & Outreach (PI&O)

### Strategic Goals 2017-2018

- Move forward with the PI&O Handbook, bringing forward sections for approval to the GSC and adding to the [crystalmeth.org](http://crystalmeth.org) website.
- Continue with the Helpline and email requests.
- Further develop contacts with Area/District PI&O committees.
- Continue working with other GSC Advisory Committees.
- Support the Fellowship and local PI&O committees.

## Public Information & Outreach (PI&O)

### A year (or so) in review

- Committee participation doubled from 2017
- Helpline update – 1,701 inbound calls, an increase of 8.6% over 2017. Close to 5.67 calls per day
- Responded to approximately 158 web-request emails, the same as last year.
- Liaisons to almost every other CMA Advisory Committee
- Doing outreach at the first national Stimulant Summit.\*



## Public Information & Outreach (PI&O)

### A year (or so) in review

- Completed 5 documents from the Handbook, 2 of which have already been approved by the General Service Committee
- Worked on a plan of action with a reduced budget. Created a workgroup to look at innovative ways to do outreach, including snail-mail, internet, placed informational ads in recovery industry related publications
- Strengthened committee cohesiveness and enthusiasm

## Public Information & Outreach (PI&O)

### General Service Conference Breakout Session

- Completed review and editing of “Introduction to Public Information and Outreach” for presentation to the whole PI&O Advisory Committee
- Suggestions on how to make the Handbook more accessible and understandable.
- Firmly established workgroups for innovative outreach & data management and organization
- Got volunteers for Liaison assignments and a nominee for an unfilled service position.



## Public Information & Outreach (PI&O)

A year in review : Helpline

	10/16-9/17	1/18-10/18
<b>Total Calls</b>	1,467	1,701
<b>Ave. Calls / Day</b>	4	5.67
<b>Abandoned Calls</b>	414	342
<b>Abandon Rate</b>	28%	20%

## Public Information & Outreach (PI&O)

A year in review : Helpline

<b>Hours / Week</b>	168
<b>Covered Hours</b>	56
<b>Coverage Rate</b>	33%



## Public Information & Outreach (PI&O)

A year in review : Email

### Web requests:

- People searching for recovery resources
- People wanting help for loved ones
- People wanting to notify CMA that a meeting is no longer functioning (or not able to find at the address listed)
- People looking to start a meeting (generally in an unserved area)
- People wanting to have an H&I meeting started

## Public Information & Outreach (PI&O)

Looking forward:

- Move forward with completing in process documents for the PI&O Handbook
- Cleaning up current document organization
- Reviewing previously approved content for current application
- Continue with the Helpline and email requests.
- Reaching out to “dark” areas that may not be currently served by CMA
- Actively implement outreach via web, snail-mail etc.



## Public Information & Outreach (PI&O) . .. and you

- We are always looking for Helpline volunteers. Suggested clean time of one year or more and have worked the Steps. Contact our Helpline Coordinator, Jimmie C., [jimmie.c@cmagso.net](mailto:jimmie.c@cmagso.net).

Slots available

## Public Information & Outreach (PI&O) . .. and you

- We are always looking for Helpline volunteers. Suggested clean time of one year or more and have worked the Steps. Contact our Helpline Coordinator, Jimmie C., [jimmie.c@cmagso.net](mailto:jimmie.c@cmagso.net).

Slots available



# Helpline Availability

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM
1:00 AM	1:00 AM	1:00 AM	1:00 AM	1:00 AM	1:00 AM	1:00 AM
2:00 AM	2:00 AM	2:00 AM	2:00 AM	2:00 AM	2:00 AM	2:00 AM
3:00 AM	3:00 AM	3:00 AM	3:00 AM	3:00 AM	3:00 AM	3:00 AM
4:00 AM	4:00 AM	4:00 PM	4:00 AM	4:00 AM	4:00 AM	4:00 AM
5:00 AM	5:00 AM	5:00 PM	5:00 AM	5:00 AM	5:00 AM	5:00 AM
	6:00 AM	6:00 PM	6:00 AM	6:00 AM	6:00 AM	
	7:00 AM	7:00 PM	7:00 AM	7:00 AM	7:00 AM	
		8:00 AM	8:00 AM	8:00 AM		
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	10:00 PM	10:00 PM	10:00 PM	10:00 PM		10:00 PM
	11:00 PM	11:00 PM	11:00 PM	11:00 PM		11:00 PM

## PI&O Advisory Committee

What about Anonymity?



## Public Information & Outreach (PI&O) . .. and you

- Monthly conference call – 3<sup>rd</sup> Saturday @ 9am Pacific / 12 noon Eastern. All are welcome! Call time may be changed.
- Dial In #: 712 832-8330
- Access Code: 485 1302

## Public Information & Outreach (PI&O)

Questions?



# APPENDIX F

## APPENDIX F: H&I Conference Committee Report and Presentation

### Hospitals & Institutions General Service Conference Breakout Session Report

This is a summary of the GSC H&I Breakout Session on November 2, 2018. Full minutes are available. Minutes were taken by the breakout session Recording Secretary, Garrett V., MN

Attendees:

Bill B – San Francisco, CA  
Brian H – San Diego, CA  
James C – Phoenix, AZ  
Ken H – Ft Lauderdale, FL  
Garrett V – Minneapolis, MN  
Kevin K – Seattle, WA  
Kenny G – AZ  
Ray Z – Philadelphia, PA  
Victor M – Austin, TX  
Yvonne W – Phoenix, AZ

After a review of the day's agenda and updates from each current position, elections were held. All positions except Secretary were included with the following results:

**Chair** – Bill B. (CA) elected to another term

**Co-Chair** – James C. (AZ) elected to another term

**Secretary** – voting postponed until interested parties present on a future call

**Treasurer** – Yvonne W. (AZ) acclamation

**Jail Liaison** – (East and West) – Kevin K. (WA) elected

**Communications Liaison** – Brian H. (CA) elected

**Literature Liaison** – Victor M. (TX) acclamation

**PI & O Liaison** – Kenny G. (AZ) elected

Non-elected positions:

**Trustees** – Zak, Phoenix, AZ and Yvonne, Phoenix, AZ (Garrett is Trustee starting 2019)

**Advisor** – (past chair)

For the remainder of the morning we reviewed existing H&I projects, identifying whether we will be continuing them this coming year and who will lead each.

**H&I Handbook** – James agreed to take this over and coordinate with Clifford (AZ) to transition.

- Continue with changes to the "H&I Handbook", a living document available on the [crystallmeth.org](http://crystallmeth.org) website that will continue to be updated as the Advisory Committee finds more information to include in it.



- We discussed some of the items under review, including sobriety requirement for local H&I Chair positions, the definition “What is an H&I Meeting” in consideration of outpatient and non-lock down situations where CMA has brought meetings in some places, making sure meetings happen and are supported after a local committee commits to a facility to bring in a regular meeting. All contributions from local members are welcomed to help update the Handbook.

**History of H&I** – James is leading this effort. The form is ready for collecting local history about how H&I developed in each location, what worked and what didn’t work. We discussed making the form available on the web site and also printing it to hand out on the floor of the Conference. This effort will continue through 2019, and James is willing to make phone calls to gather the information to help expedite it.

**Tracking and Response to Correspondence** – The jail liaison, Yvonne, and Bill are involved with this. Most of the letters we receive come from inmates. Where requested we send out literature including the CC book and the NY Expressions of Hope book, as well as pamphlets. This project is ongoing, and all correspondence is tracked on a Google Sheet including our responses.

The afternoon session started with this committee breakout members meeting with the Literature Advisory Committee (LAC) in their room:

**H&I Booklet** – H&I and LAC discussed the first draft of stories for the booklet “From the Inside Looking Out: A Sober Cell”:

- H&I has started a draft booklet intended to bring into our prison systems as soon as possible without being any competition towards the upcoming book Voices of the Fellowship. The first draft included some stories with H&I experience. The process of adding to these, vetting, and determining what will go into the final product was discussed. The idea of expanding the forward and information sections of the booklet was brought up, with the possible inclusion of a meeting format for inside meetings to be appended to the end as a resource those in the inside could use.
- A process was proposed where work would commence in one committee then pass to the next at scheduled intervals with identified deliverables. Victor, the H&I Liaison to the LAC, will be instrumental in facilitating this.

We returned to our meeting room and continued with more review of the past year, with idea of how to improve call participation, and the proposed projects for the coming year.

**Database of Past Actions** – Brian will take this over to gather information from the call minutes and previous GSC breakout sessions to get a table or spreadsheet going listing topics and motions covered. This will greatly facilitate meetings going forward when subjects come up that may have been addressed in the past.

**H&I Contacts and Meetings Inventory** – James will lead this in conjunction with the History effort. The goal is to gain knowledge of where we are with H&I today across N. America and anywhere else CMA H&I is happening.

Thanks to all who were able to participate in person, and to all who attend the monthly H&I calls.



NOTE: the call in information for the monthly meeting has changed, here is the new information:

All CMA members are invited! Please let your local H&I folks know!

**NEW CALL-IN INFO:**  
**4th Saturday of the month**  
**9am PST**  
**Phone: (605) 472-5573**  
**Code: 360995 #**

The following are presentations slides from the H&I presentation.



## PURPOSE OF H&I ADVISORY COMMITTEE



The purpose of the GSC H&I Advisory Committee is to provide 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

The main objective of the GSC H&I Advisory Committee is to support the work of the local service structure.

## PURPOSE (cont)



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.

H&I Advisory Committee 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.



## SESSION PARTICIPANTS



Bill B – San Francisco, CA  
Brian H – San Diego, CA  
James C – Phoenix, AZ  
Ken H – Ft Lauderdale, FL  
Garrett V – Minneapolis, MN  
Kevin K – Seattle, WA  
Kenny G – AZ

Ray Z – Philadelphia, PA  
Victor M – Austin, TX

## 2018 ACTIVITIES



- ✓ Over the past year, responded to 48 letters from addicts in institutions and recovery houses
  - ✓ 80 books sent, some to start meetings on the inside
  - ✓ Additional CMA recovery information supplied where requested
- ✓ “Sober Cell” Project
  - ✓ Created draft booklet of recovery stories with experience on the inside
  - ✓ Working closely with Literature Committee to move this forward
  - ✓ Goal is to have a booklet we can take into jails and institutions that are very relatable to people going through similar struggles



## GSC BREAK OUT SESSION



- ✓ H&I Handbook updates project (ongoing):
  - ✓ Project lead identified to continue with updates to this living document
- ✓ “Sober Cell” Project:
  - ✓ H&I breakout session with Literature to get this project moving forward
- ✓ Pen Pal:
  - ✓ Arizona Pen Pal Program continues to handle the pen pal requests we have received. They are already trained and have a process up and running
  - ✓ Their program identified as a model for Handbook updates
- ✓ Tracking and Responding:
  - ✓ Reviewed current process; will continue for this coming year

## GSC BREAK OUT SESSION (cont)



- ✓ Database of Past Discussions and Actions
  - ✓ Project lead will develop an approach to have a searchable record of topics and actions by the committee
- ✓ H&I Contacts and Meetings Inventory (new project)
  - ✓ Through the History of H&I project and working with delegates and the service portal, project lead will gather information about:
    - ✓ members doing H&I service
    - ✓ facilities where H&I is providing meetings and support
- ✓ Review of H&I effectiveness over the past year and ways to improve participation on calls and on projects



## 2019 STRATEGIC GOALS



- ❑ H&I Handbook updates
  - ❑ Ongoing project, now with a project lead to update the online version
- ❑ H&I Booklet “Sober Cell”
  - ❑ Actively working with the Literature Committee to refine first draft and go over stories and introductory content
  - ❑ Consider using this booklet to also provide 12 Steps, 12 Traditions, and format for meetings on the inside
- ❑ “History of H&I” Project to gather common H&I experience:
  - ❑ Form to gather info provided to delegates
    - ❑ Identify members with H&I experience and knowledge of history of how it has developed in each area
    - ❑ Find out what worked and what didn’t work

## 2019 STRATEGIC GOALS (cont)



- ❑ Tracking and Responding to requests will continue
  - ❑ Continue correspondence and distribution of literature in answer to mailed requests
  - ❑ Work to expand trained members who can act as Jail Liaisons
- ❑ Database of Past Discussions and Actions
  - ❑ This will greatly facilitate future discussions as similar topics often come up over the years
- ❑ H&I Contacts and Meetings Inventory
  - ❑ Information gathering via form; phone interviews, and outreach via service portal
  - ❑ Knowledge of where we stand as a fellowship with H&I today will help in many ways and create unity amongst local H&I committees



## ELECTIONS

*Please congratulate our elected officers:*

Chair – Bill B (continuing)  
Co-Chair – James C (continuing)  
Treasurer – Yvonne W (continuing)  
National Jail Liaison – Kevin K  
Communication Liaison – Brian H  
Literature Liaison – Victor M (continuing)  
PI&O Liaison – Kenny G

*Please thank our outgoing officers:*

National Jail Liaison – Ken H  
Trustee – Zachary M



## REQUEST TO THE FELLOWSHIP

Please check out the H&I Handbook, share it with your local H&I Committee, and let us know any changes or information to add to it: [www.crystalmeth.org](http://www.crystalmeth.org)

For the Fellowship / CMA Literature / CMA General Service Documents

Please help us gather information about H&I in your area by passing along the History of H&I form provided to your local H&I folks.



## H & I CONFERENCE CALL INFO:

*All CMA members are invited! Please let your local H&I folks know!*

**NEW NEW NEW**

- Conference Call Dial-In Number:
  - **(605) 472-5573**
- Participation Access Code: **360995 #**
- **4th Saturday** each month at:
  - 9am Pacific,
  - 10am Mountain,
  - 11am Central, &
  - 12pm Eastern Time



## QUESTIONS?



**THANK YOU FOR ALLOWING US TO BE OF SERVICE.**



## Appendix G: Conference Committee Presentation

The following are presentations slides from the Conference Committee presentation.



# 2018 CMA General Service Conference



## Denver Host Committee



Chair - Aaron M.  
Co-Chair - Traci R.  
Speaker Coordinator - Heather S.  
Volunteer Coordinator/Registration - Mel V.  
Gift Bags - Justin S./Traci R.

## Conference Advisory Committee Members



Mark M. (LA)  
Victor M. (Austin)  
Michael R. (Miami)  
Jim M. (Seattle)  
Walt W. (Denver)  
Dale G. (LA)  
Ken H. (Ft. Lauderdale)  
Will H. (Truro, MA)  
Armando D. (Miami)  
David S. (Atlanta)

## Conference Advisory Committee Trusted Servants



Petr P. -- Chair  
Michael Paul H. – Co-Chair  
Aaron M. – Secretary  
Ross M. -- Registration  
Trish M. – Communications / GSC Liaison  
Danny T. – Finance Liaison

# Why Are We Here?



- ❑ The General Service Conference serves as the active voice and the effective conscience of the Fellowship in its world affairs.
- ❑ It is the mechanism for carrying the group conscience of the individual CMA member groups to the CMA General Service organization.



# We Heard You



Delegate Calls

Delegate Meeting

Delegate Packet Earlier

Advance Assignments

More Transparent Regional Assemblies



# Where Have We Been?



**2008**  
Park City, UT

**2010**  
New York, NY

**2011**  
Phoenix, AZ

# 2019 CMA World Service Conference

► Fort Lauderdale, Florida



# 2019 Theme and Logo



# Where Are We Going?



# How Can My City Host a Conference?

Local Service Structure

Form Host Committee

18 Months of preproduction

Hotel

Fundraising

Volunteers

Rolled Bid

# Submit Your Bid

Deadline for 2021 Conference

May 15, 2019

[conference.bids@cmagso.net](mailto:conference.bids@cmagso.net)



# 2020 CMA General Service Conference



## Dallas, Texas



## Conference Committee Conference Call



Third Wednesday  
6pm Pacific  
**712-832-8330**  
Access Code  
**430901**



## Executive Conference Committee Report and Presentation

### Executive Conference Committee General Service Conference Breakout Session Report

The Executive Conference Committee met during the breakout sessions and reviewed the agenda as laid out in the 2018 Delegate Packet. The committee was called to order at 8:00 am.

#### Attendance:

Walt W. – Chair Board of Trustees (Denver, CO)  
Dale G. – Secretary of Board (Los Angeles, CA)  
Trish M. – Chair of GSC (Atlanta, GA)  
Jim M. – Delegate (Seattle, WA)  
Michael Paul H. – Committee Secretary (Dallas, TX)  
Will H. – (Truro, Massachusetts)  
Petr P. – Chair of Conference Committee  
Carl B. – (Toronto, Ontario CAN)  
Peter S. – Australian Delegate (Sydney, New South Wales, AUS)  
Laura G. – Delegate (Baltimore, MD)  
Stephan T. – (Phoenix, AZ)  
Doug B. – (Oakland, CA)  
Scott H. – (Durham, NC)

#### Special Guests:

Tanner W. – Northwest Regional Trustee (Portland, OR)  
Finance Conference Committee afternoon joint session

#### **The Purpose of this Committee:**

Walt W. reviewed this section of the Delegate Packet with the Executive Conference Committee. The committee engaged in a question and answer period to ensure that all members had a working understanding of the role of the Board Executive Committee, the General Service Committee Conference Advisory Committee and the Executive Conference Committee at the 2018 General Service Conference.

#### **Service Manual Revisions:**

The committee reviewed the proposed changes to the Service Manual. This review often required discussion of entire sections of the Service Manual to provide proper context for committee members. This robust discussion led to greater understanding of this important foundational document of our Fellowship.

The changes as presented in the Delegate packet were approved and a motion was made to send these updates to the Service Manual to the Conference Floor. Unanimous approval.



### **Crystal Clear – Conference Approval:**

The committee discussed the process of literature being created in the Literature Committee through Conference Approval. The specific details of this path for the CMA book, Crystal Clear, were reviewed. It was determined that the comment period had not produced recommendations for changes to this book for many years, inferring both agreement and endorsement.

**Following a discussion of the meaning of Conference approval, a motion was made to recommend Conference approval for the book Crystal Clear to the Conference Floor. APPROVED unanimously.**

### **General Review of Board-Approved Policies and Procedures:**

During the past three Conferences this committee has continued to refine the implementation of the Director Nomination, Vetting and Selection Procedure. Tanner W. joined the group to assist with this discussion. Walt W. provided a brief history of this procedure and the specific recommendations from last year's Conference.

As recommended last year, the Board participated in a group conscience at our annual Board meeting in May. This committee was briefed on this incredibly spiritual process which included a group discussion of our service experiences, good and bad, including a thorough exploration of our collective understanding and feelings about past nomination, vetting and selection processes. The Board expressed true gratitude for the opportunity to both participate in this group conscience and to humbly begin to implement an inventory of potential Board actions that were identified.

Tanner W. discussed with the committee the process of identifying and creating amends letters as determined by the Board from our group conscience. This discussion did not disclose specific personal details of who, what, when and why. However, this committee had a significant Q&A session that provided appropriate feedback and accountability for the Board.

The Nominating Advisory Committee to the Executive Committee implemented a significantly improved and collaborative process this past year. That Advisory Committee will conduct a review following the completion of the process this year.

### **Finance Joined in Joint Session**

Added Attendance:

Yvonne - Arizona

Ryan - Oregon

Ted - Washington DC

John - Georgia

John - New York

Mary - Arizona

Tanner - Oregon

Isaac - Indiana

Mathew - Georgia

Mitchell - Indiana

Danny - Treasurer, Florida

David M - Chair Finance, Minnesota

David H - New York



### **CMA Outside of the U.S. and Canada:**

Dale G. provided a reviewed the origins of the international discussion (reference Section 2 of Conference Charter) and the international conference calls conducted this past year. These calls identified significant barriers to growth and inclusion of our international fellows as detailed in the Delegate packet. The committee discussed the actions of the Board this year as detailed in the Delegate packet. Peter S provided a review of Australia's participation in the GSC, the history of CMA in Australia, and their relation to the readings.

The committee had a healthy discussion about how other anonymous fellowships are structured as well as the suggested international structure in our guiding documents. The group agreed that the international conference calls should continue. However, there was a consensus that we should move toward creating an international group to create a World Service Structure.

**A motion was made to recommend that we have a Template for World Service by 2023 to the Conference Floor. APPROVED unanimously by Joint Executive and Finance.**

### **Intellectual Property Discussion:**

Walt W. and Danny T. led a discussion of the history of intellectual property protection and why these protections are important to the Fellowship. This discussion identified that it is imperative to the Fellowship that we provided for significant communication throughout the service structure about intellectual property.

This past year, the Board has continued to strengthen and enforce the intellectual property right on behalf of the Fellowship. The committee discussed the nature of the intellectual property incursions that we are encountering and the actions that we are taking on behalf of the Fellowship. Furthermore, the committee discussed the request by our international fellows for the North American Board to be trustees of intellectual property for the entire international Fellowship. These two topics have led the Board to create an intellectual property working group this past year. This working group, advisory to the Executive Committee, has identified and dealt with intellectual property incursions, investigated and budgeted for the process of international intellectual property registrations and recommendation of an international intellectual property attorney.

The committee discussed whether the ongoing management of the intellectual property protection should be located with the Finance Advisory Committee or Executive Committee. Following a deep discussion of where this important function should reside, it was determined that we may not currently have the service structure to place this function in a new committee advisory to the Board. The responsibility of intellectual property incursion identification and recommendation will reside with the Finance Advisory Committee which will advise the Executive Committee on such matters. This outcome should be considered a lower case "t" tradition.

**There was a motion to table the decision about proper long-term placement of this function. APPROVED Unanimously.**

**Motion to close at 5pm.**



The following are presentations slides from the Executive Committee presentation.



## Executive Advisory Committee Conference Report Crystal Meth Anonymous 2018 General Service Conference



### Executive Conference Committee Members

-  Stephan T (Phoenix, Arizona)
-  Laura G (Baltimore, Maryland)
-  Peter S (Sydney, New South Wales, Australia)
-  Carl B (Toronto, Ontario)
-  Michael Paul H (Dallas, Texas) (Committee Secretary)
-  Jim M (Seattle, Washington)
-  Doug B (Oakland, California)
-  Scott H (Durham, North Carolina)
-  Petr P (San Diego, California)
-  Will H (Truro, Massachusetts)
-  Dale G (Los Angeles, California) (Secretary Executive Committee)
-  Trish M (Atlanta, Georgia) (Chair General Services Committee)
-  Walt W (Denver, Colorado) (Chair Board of Trustees)
-  Special Guests
  -  Tanner W (Portland, OR) (North West Regional Trustee)
  -  Joint afternoon session with Finance



## Members Executive Committee

- 📧 Jeffrey J (At Large)
- 📧 Tanner W (At Large)
- 📧 Trish M (Chair General Service Committee)
- 📧 Dale G (Secretary Board of Trustees)
- 📧 Danny T (Treasurer Board of Trustees)
- 📧 David M (Co-Chair Board of Trustees)
- 📧 Walt W (Chair Board of Trustees)

## Executive Advisory Committee Responsibilities

- 📧 Overall corporate governance of Crystal Meth Anonymous
- 📧 Custodian of several important documents for the Board and Fellowship of Crystal Meth Anonymous:
  - 📧 CMA Conference Charter
  - 📧 Manual for CMA World Service (Service Manual)
  - 📧 Bylaws of Crystal Meth Anonymous
- 📧 In addition, important strategic discussion and work regarding future operation of the Service Structure



## Executive Conference Committee

### Agenda

- 📎 Service Manual Revisions
- 📎 Crystal Clear – Conference Approval
- 📎 General Review of Board Approved Policies & Procedures
  - 📎 Trustee Nominating, Vetting and Selection Procedure
  - 📎 Board of Trustees Group Inventory
- 📎 Intellectual Property Rights (Joint Session with Finance Conference Committee)
- 📎 CMA outside of North America

## Executive Conference Committee Service Manual Revisions

- 📎 International Delegate Section
- 📎 Intellectual Property Guidance
- 📎 Appendices
- 📎 Executive Conference Committee moved to accept the proposed changes and review them at the General Assembly

## Executive Conference Committee Crystal Clear – Conference Approval

- 📌 *Crystal Clear* was interim approved and the First Edition was printed. At the 2011 General Service Conference it was determined that the book should sit with the fellowship for at least two years before seeking Conference Approval
- 📌 At the 2018 Annual Board meeting, the Board unanimously approved a motion to recommend Conference Approval to the 2018 General Service Conference
- 📌 **Executive Conference Committee unanimously approved a motion to recommend Conference Approval of *Crystal Clear* to the General Assembly.**

## Executive Conference Committee Board of Trustees Group Conscience

- 📌 Group Conscience Facilitator Selection
- 📌 Spiritual Sharing
  - 📌 Personal Stories
  - 📌 Individual Experience with topics to level set
- 📌 Identification of 27
  - 📌 Amends
  - 📌 Ombudsperson
- 📌 Allow the inventory to guide our current and future

## Executive Conference Committee Director Nomination, Vetting, and Selection Procedure

### What we were charged with doing this year

- 📌 Implement Procedure in a collaborative and transparent manner
- 📌 Improve the tools and guidance available to Delegates and Trustees
- 📌 Explore continued improvement to the Process

### How did we do?

- 📌 Bumps in the road – lived up to our traditions and principles
- 📌 Improved tools
- 📌 Post mortem and recommendations after the Conference

## Joint Session Finance & Executive Conference Committees Intellectual Property Rights

### Definitions & Framework

- 📌 The Conference will act for the fellowship of CMA in the perpetuation and guidance of its world services, and it will also be the vehicle by which the CMA fellowship can express its view upon all matters of vital CMA policy (from Conference Charter section 3)
- 📌 The Board of Trustees of Crystal Meth Anonymous shall be an incorporated trusteeship (from Conference Charter section 10)
- 📌 Intellectual Property: All material copyrighted or service marked by CMA, as well as all material in tangible form created by directors, independent contractors, employees, and volunteers of CMA, in the performance of their duties. Such material includes , but is not limited to, the name “Crystal Meth Anonymous,” the Twelve Steps of Crystal Meth Anonymous, the Twelve Traditions of Crystal Meth Anonymous, website content, and all literature and publications of CMA. (from CMA Intellectual Property Policy)



## Joint Session Finance & Executive Conference Committees Intellectual Property Rights

What we were charged with doing this year

- 📌 Provide guidance to the Fellowship
  - 📌 Intellectual Property guidance with service structure
  - 📌 Fellowship role in protecting Intellectual Property
  - 📌 Access to guiding documents ([www.cmaservice.org](http://www.cmaservice.org))
- 📌 Revise existing Intellectual Property Policy, Vendor Policy and Service Manual
- 📌 Strengthen legal framework to protect the Intellectual Property of the Fellowship

## Joint Session Finance & Executive Conference Committees Intellectual Property Rights

How did we do?

- 📌 Acquired Federal Trademark Registration for Logo without the Circle and the acronym CMA (in the realm of Recovery) Applied for Voices of the Fellowship
- 📌 Relationships with International Fellowships regarding centralized Trusteeship of Intellectual Property under the North American Board of Trustees
- 📌 Created Intellectual Property working group
- 📌 Researched and selected Intellectual Property Lawyer
- 📌 Researched and approved International Trademark registrations under the Madrid Protocol – Australia, Iran, European Union, United Kingdom, and Canada
- 📌 Trademark infringements
  - 📌 Outside organizations
  - 📌 Members



## Joint Session Finance & Executive Conference Committee CMA outside of the US & Canada

- 📌 International Working Group
  - 📌 Understand barriers
  - 📌 Build Relationships
- 📌 Board Actions
  - 📌 Permanent voting rights for International Delegates In Service Manual
  - 📌 International Delegate Reports at General Assembly
  - 📌 Affirmed International Fellowships right to write, review, approve and publish their own literature
  - 📌 Authorized the development of a process of adapting North American Conference approved literature

## Joint Session Finance & Executive Conference Committee CMA outside of the US & Canada

- 📌 Peter S (Australia Delegate) selection as speaker for the Saturday evening Speaker Meeting at the 2018 General Service Conference
- 📌 **Executive and Finance Conference Committees unanimously approved a recommendation to the General Assembly that the Board work with the International Fellowships to develop a working template for World Service Structure by 2023 General Service Conference**





Executive Advisory Committee

Thanks for letting us be of service!

