



MONTHLY TELECONFERENCE AGENDA

June 9, 2018

2PM EST 712-432-0075 PIN: 427266#

Press *6 to mute or un-mute.

THIS IS A REGULARLY SCHEDULED MEETING WITH NOTICE GIVEN ON THE ACAWSO WEBSITE AND THE TRAVELER NEWSLETTER
Please notify the secretary with changes, additions, or motions for this meeting.

A. Call to Order:

B. Roll Call of Board Members:

Present:

Absent:

C. Establish Quorum

D. Minutes: Motion to approve the April 14, 2018 Teleconference Minutes (Marcia J.)

Second:

Discussion:

Decision:

Minutes: Motion to approve the May 12, 2018 Teleconference Minutes (Marcia J.)

Second:

Discussion:

Decision:

E. Guest Introductions

F. Tradition Six: An ACA group ought never endorse, finance or lend the ACA name to any related facility or outside enterprise, lest problems of money, property and prestige divert us from our primary purpose.

G. Committee Reports: *All reports can be found on the business website: <http://acawso.org>*

1. **Executive Committee**—Majbrit M.

2. **Archive Committee**—Marcia J.

3. **Treasurer's Report:** Bill D.

Finance Committee: Pat H.

4. **Literature Committee:** Charlie H.
5. **Members and Public Service Committee (MPS):** Bill D.
6. **European Committee:** Majbrit M.
7. **DCOC:**
8. **Audit Committee:** Pat H.
9. **Service Structure Committee:** Marcia J
10. **Website/Database Committee:** Jim B.
11. **ABC Committee:** Jim R.
12. **OPPM Committee:** Mary Jo L
13. **Nominating Committee:** Greg R.

H. Concurrences to be read into the record

1. **Motion:** The DCOC recommends the purchase and installation of a 3rd pallet rack in the Signal Hill warehouse from Big Joe as per the quote for \$959 plus tax for an approximate total cost \$1,047 as shown on the recent Warehouse Capacity Plan.

Background: The warehouse has room for an additional pallet rack to accommodate the increased inventory that our growing sales volume requires. We are ending Ware Pak storage and bringing that inventory back in house and will no longer have that space for inventory storage after June 1st. An original plan proposed by Tammie placed the rack in the middle of the warehouse floor where the packing area is located. Upon performing measurements of the warehouse configuration and existing racks, plus factoring in safety requirements to safely operate the lift, it has been determined by the DCOC, a pallet rack expert, and our warehouse employee, that this was not a viable place for the rack to be installed. An alternative location has been proposed that creates 9 new pallet storage positions with room for pallets in front of the rack for a total of 12 new positions. This plan was reviewed by Jose, our warehouse employee, and with Steve from Big Joe Sales who installed the first racks. Both endorse the new location and Steve even called having the rack in the middle of the warehouse next to the packing table "dangerous".

This work needs to be done as soon as possible as we have 17 pallets of BRB arriving here from Bang this week according to a packing slip the staff received. We also have returning stock from Ware Pak in a couple of weeks so the storage space is needed.

Discussion: Clarification about the diagram and the ability to add an extra pallet rack.

Vote: Motion passes unanimously.

2. **Motion:** That the board approve hiring an Operations Manager for the Distribution business of ACA WSO.

Background: In reviewing the job description created, Board members present during a phone call on 5-15-18 decided that the job description seems more aptly to be about searching for an Operations Manager than a General Manager.

Discussion: The discussion centered on our need to hire someone who can deal with the totality of the office: warehouse, supervision of employees, and accounting. This so that we will be able to leave behind our "supervision by committee" model. The title of the person hired should fit that job

description. This makes “General Manager” an inviting choice. However, we are getting applicants for that title who seem overqualified and not hands on enough. The question arises as to whether we can get better candidates by titling the position as “Operations Manager.”

Vote: Marcia J, Mary Jo L., Miles C., Charlie H., Pat H., Carole C. and Majbrit M. concur with the motion. Jim B. abstains from the vote. Bill D. does not concur. David McB is not clear.

3. **Motion:** That the board approve the purchase of 10,000 Yellow Workbooks from Bang Printing for approximately \$25,196 including shipping per the attached quote.

Background: The DCOC has evaluated current sales trends and factored in lead times and recommends ordering the YWB at this time. This information was provided to the board in a separate email earlier. By shipping approximately 2,000 directly to Amazon we can accommodate the rest of them in the warehouse per the capacity plan recently completed.

Vote: Motion passes unanimously.

J. New Business:

K. 2018 ABC Motions and Status

Ballot Motions:

1. That WSO look into adding intergroup and meeting group web links into the WSO website directory listings on www.adultchildren.org. Motion passed.
2. That WSO utilize online conferencing and voting technologies to provide remote access to the Annual Business Conference, for those not sharing in the WSO. This is so that phone and cyber meeting groups, geographically distant members, those with limited time availability or childcare obligations, or other restrictions, may attend as delegates or otherwise vote on matters of concern to ACA as a whole. Motion passed.

Literature Motions:

1. That the conference approve the pamphlet on *Emotional Sobriety* as conference-approved literature. Motion passed.
2. That the delegates declare *Ready! Set! Go!* to be conference-approved literature, beginning a 4 to 6 month process of fellowship review and resulting revisions. Motion passed.

Floor Motions:

1. That the ACA Board of Trustees have representatives from all Regions all over the world. Motion failed. Discussion: The Service Structure Committee is working on a regional structure. Regional representation is already written into the OPPM.
2. That the Board of Trustees hold both the ABC and the AWC in Sweden in 2019, if the Swedish host group is willing. Motion passed.

3. Motion to have a more diverse pool of Board applicants, globally. Motion passed. However, the minority opinion swayed the delegates and with the subsequent re-vote, the motion did not pass. Discussion: this is a broader issue that requires much deliberation and input.
4. Motion that the term dysfunctional families be incorporated more into Website, literature, books, etc. This motion was postponed because it needed more time. Discussion: This is better done through the literature committee. There is a lot of support for the spirit of the motion, but anything requiring a change throughout the literature is difficult.

L. Guest Comments:

M. Motion to close the meeting:

Second:

Decision:

Announcements: The next ACA WSO Board Teleconference is scheduled for July 14, 2018 at 2:00 p.m.

Eastern time