



**MONTHLY TELECONFERENCE
September 14, 2019**

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.

Zoom Webinar ID: 228-809-511

Webinar:	Mobile one-tap	Dial
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A. Call to Order: Charlie H.

B. Roll Call of Board Members

Present: Bill D, Carole C, Charlie H, David McB, Erin D, Jim B, Majbrit M, Miles C, Pat H, Rich R.

C. Quorum established.

D. Guest Introductions:

Barbara Alameda CA Greater East Bay IG 648	Josh DC IG 626 OPPM Committee Intergroup SC	Markus S. Malmö SW Webmaster
Charlotte D. IG702 TX Dallas	Kathy T. SoCal IG 630 APB Committee	Mikkel DEN 2 Vice Chair EU INT Committee
Christopher NE Region Rep	Karin S. Chicago Chair APB WkGrp	Niklas, Malmö, Sweden, Reawak. Inner Child.
Fredrik, Sweden. 1 Vice Chair EU INT Committee	Karen N. 29 IG KY	Pam CA Central Coast IG 76
Greg R. TX Lonestar IG Chair Nom Com Lit Comm Austin TX	Laura CO Denver IG Region 2 Rep from Denver CO	Sharon F. KC MO Traveler Editor, Committees: MSC Member Outreach Chair, and Website Vice Chair
Jeff WI Secretary WGLI	Laura L. CA IG620, NOM COM, Archives, OPPM, YA Liaison	Tamara P. Intergroup SC Chair
Jody O. TX Nom Com DTSC, Intergroup	Marcia J. IL029 Archive Chair	

E. Tradition Nine: ACA, as such, ought never be organized, but we may create service boards or committees directly responsible to those they serve.

F. Minutes: Motion to approve May Minutes (Erin D.)

Second: Bill D.

Discussion: Additions, and corrections to be made on where to reach Charlie H, chair@adultchildren.org and add a missing word on the ABC report.

Decision: Motion to approve as amended

Minutes: Motion to approve July Minutes (Erin D.)

Second: Miles C

Discussion: Nom Com reference to be changed from professional to “greatly improved”.

Decision: Motion to approve as amended

Minutes: Motion to approve August Minutes (Erin D.)

Second: Carole C

Discussion: None

Decision: Motion passed unanimously.

G. Chair Report: Charlie H.

The Minutes are how we let the fellowship know what we do, in a timely way. Transparency supports the value of trust. Everyone has access to present ideas year-round, not just at the ABC. The board is doing its best to keep commitments and we recognize the importance of not letting the minutes fall behind. Through shared service, we were able to bring them up to date.

Only Board Trustees take part in discussion during the TC. Ideas from the fellowship may be presented at the time of Guest Commentary at the end of each TC, on Slack, or by reaching out to any Board member.

H. Treasurer’s Report: Pat H.

The full report can be found at: <http://acawso.org>

In reviewing the Balance Sheet, we can see ACA WSO ended the month with \$683,827 in Total Assets. This is an increase of 4.6% (\$31,328) from the previous month and is due primarily to an increase in our Total Cash Assets. Our Checking and Savings account totals increased from \$359,308 in July to \$397,389 in August.

WSO’s Inventory Assets decreased by approximately \$20,409. This is the second month our inventory levels have dropped while we utilize our existing inventory. We currently have \$77,000 of inventory orders we are waiting to be delivered. We have prepaid a deposit for these orders of \$39,000. The August Inventory total was \$96,009.

WSO’s Total Liabilities and Equity of \$683,827 at the end of the period and a Year-To-Date profit of \$74,269.

In reviewing the Profit & Loss Statement, total Revenue for August was slightly lower than July. The Cost of Goods Sold (COGS) was slightly higher compared to the July's, showing a Gross Profit of \$49,401. The impact of the lower sales revenues and the higher COGS was a lower Gross Margin of 47.2% in August compared to 52.3% in July.

Overall WSO expenses were \$28,983 including payroll and operating expenses resulting in a net income of \$20,418 for the month of August.

7th Tradition Contribution Report:

WSO received \$11,068.89 in 7th Tradition Contributions for the month from members, groups, and intergroups. This is an increase of 13.5% over last year's overall average of about \$9,750 per month. Grateful to the fellowship for its donations which are greatly needed and appreciated.

Questions from the Board:

- **Bill D.:** The PayPal fees seem high, compared to last month.
Pat H.: We have had lots of activity in PayPal. The increase may be because of an accumulation of fees, plus we have made some payments using PayPal.
- **David McB:** Amazon sales have inched up by a couple thousand dollars. Our Amazon net profits have improved because we raised prices.
- **Pat H.:** Raising Amazon fees was a good thing to do. Our intention was to drive purchasers to WSO books, where we make more money.

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

1. Executive Committee: David McB. No report

2. Archive Committee: Marcia J.

Mission Statement and membership roster have been developed. Members will be looking for their own projects. Proposal to be finalized next meeting. A member has experience with oral histories. One is underway of Majbrit and the development of the European Committee. Deed of Gifts has been sent for review by the board. Would like to know if the Deed has been approved. The Board wants more time to look into this document.

3. Finance Committee: Pat H.

A study to keep a prudent reserve so that WSO may continue the business of ACA should something catastrophic occur (4 months is suggested). This prudent reserve should be filled by end of September. Recommended changes to staff benefits. Finalized pricing for the ABC/AWC menus

4. Literature Committee: Charlie H.

Two quarterly calls have taken place. The next call is the first Saturday in October. A team to study how the fellowship defines "God" is taking shape. The goal is to study and make recommendations.

Rich R. The group working on the Bill of Rights meets on the third Saturday of each month at 11:30 AM EST. The next meeting is on September 21. This call will focus on statements that did not make the final cut. The value of a Bill of Rights allows us to focus on rights and responsibilities in recovery.

Ready, Set, Go workshop is a way of introducing people to the 12 Steps and inner child work. Formats for the various ways to introduce it to the fellowship are being discussed.

Getting Started Guidebook pertains to things for beginners to use during the first 18 months. Both the Loving Parent Guidebook and Getting Started will be ready for presentation at the 2020 ABC. There is a Loving Parent Guidebook overview on the webpage looking for shares. Submissions on their webpage.

Volunteers greatly welcome on the next quarterly call. Next committee meeting Oct 5, 11:30, EST. Contact Charlie H. on Slack for volunteer opportunities.

5. Member Services Committee: Carole C.

Meetings have been moved to ZOOM. The repository is being updated. Member Services has many subcommittees listed. Subcommittees are under MSC.

Global Sub Committee: (Sue V Chair) Dalia from Israel is now the Vice Chair. They have begun using UTC time zone (previously GTC). South Korea is experiencing growth, and recently established their first meeting. Sarah O. did public outreach while in South Korea on a business trip. Taiwan, has received **Lights On** materials, free literature sent from WSO to the first meeting in any country in order to foster their growth. India has begun step studies. They are working with Hospitals and Institutions. Carole believes the Global Services Subcommittee should be made into a stand-alone committee.

Intergroup Subcommittee. (Tamara, Chair) The needs assessment survey is being finalized with a goal of submission to the Board for approval to be sent out by Oct 1st. A draft of best practices in starting an IG is underway.

Regional Committee. (Matt K, Chair) NE and Midwest Region committees are targeting 2021 for obtaining official status as Regions with representation on the board. Region 2 is growing and looking to hold activities soon.

The Traveler: now has over 7 thousand subscribers. Subscriptions are increasing monthly.

Young Adults and Teens: A Zoom meeting time and location will be posted soon on the General channel.

6. Public Services Committee: David McB. No report

Psychology Today mentions ACA in their recent magazine. Trifold for therapists and outreach to therapist is underway. Outreach has begun with AA State Convention outreach, New York AA, Detroit AA Convention, Canadian outreach including AA Cornwall Round-up, Mohawk Indian Tribe Indian tribes. Plans for ACA depend on our finances. Writers and technical skills are welcomed and needed to the committee.

7. Hospitals & Institutions Committee: Miles C.

Keep sending out literature to prisons and counselors. Did a meeting in a native reserve in Quebec as part of their healing days. They may start a meeting. Have put them in touch with another native meeting in Ontario.

8. European Committee: Majbrit M.

The committee is larger than ever before. We are getting closer to determining how the EC should work. Officers were elected as follows:

- Fredrik (Sweden) will serve as First Vice-chair
- Mikkel (Denmark), Second Vice-chair
- Secretary
- Treasurer
- Service Sponsor Coordinator

A new position has been created: Service Sponsor Coordinator. This person will be trained to have a working knowledge of Traditions, Concepts and best practices to introduce service to other countries as they join the ACA fellowship. Our goal in creating this position is to provide consistent use of the Traditions and Concepts in all countries.

Charlie acknowledged the strong leadership of Fredrik and Mikkel to move forward.

9. WSO Office: David McB

There are currently 2,362 active meetings listed as well as an unspecified number of closed meetings. There are 101 registered intergroups.

Book sales are high due to the price increase on Amazon. Though less books are being sold, more people are ordering directly from WSO. The whole board will be at the office in October, and will be able to see the nuts and bolts of shipping out literature. There are almost no missed orders, and only one order return because of damage during shipping. This is quite an achievement.

10. DCOC: Jim B.

The committee is meeting bi-weekly. Currently, Amazon VAT issues with Germany are being sorted out.

11. Service Network Committee: Jim B.

The ACA Concept Study Town Hall has begun. The SNC is working with other service committees to update trifold. Service manuals of other fellowships are being reviewed to determine how ACA may want to proceed in creating our own Service Manual. *New Meeting* and *Running an ACA Business Meeting* both need updating as requested by the fellowship. Charlie and Jim will talk about how the Literature Committee and SNC can best support each other in this endeavor.

12. Website/Database Committee: Jim B.

Paid staff will have access to Shopify Registration for the ABC/AWC ready to go once the site has been approved by the ABC and Local Host Committees. The URL has been published and there is no reason to wait on hotel reservations as they are done independently. People will register with the hotel and then book meals and AWC separately through WSO.

This committee is available to help as they ask groups to update their meeting status at least once a year. New meeting list issues are being resolved.

Sharon at mpseditor@adulthoodchildren.org is looking for ideas on how to make the adulthoodchildren.org website work to spread the message. We need volunteers. Web program experience is not necessary.

13. ABC Committee: Miles C.

- The website is ready for *The Power of Sharing* from the 23rd to the 26th of April.
- The logo has been approved, and the workshop application is up. We are receiving applications already.
- A bid for the 2021 ABC/AWC made by San Francisco is underway.
- An Advisory Team is being created for which there is now a Slack channel.
- Erin, Miles and FL committee will meet next Saturday.
- The new bidding packet will be approved at the next Board Working Meeting. The document will be reposted for the Board to review.

14. Ballot Prep Committee: Mary Jo L.

The *Call for Proposals* and information on *How to Create a Proposal* can be found on the service website acawso.org. Proposals are accepted until Nov 30th.

15. OPPM Committee: Mary Jo L.

Mary Jo welcomed Jasmina, a new member, to the committee. A comprehensive project plan, in priority order is expected to be finalized at the next meeting.

We are awaiting permission from the Board on Appendix 1 and the Mission Statement. The Board is invited to review Appendix 1 at the next committee meeting Thursday, September 26th.

16. Nominating Committee: Greg R.

The cutoff date for applications for the Trustee position is Nov 22nd. Experience with finance and corporate secretary skills are needed. The European Committee has a new process for becoming a Trustee which will be done through their own committee. The process is posted on acawso.org. Suggestions on the process are welcome.

17. Predatory Behavior Work Group/Committee: Karin S.

The working group has finalized a draft for the APB tent card. The third, and final, Town Hall call is Saturday, September 21st from 12:30 PM to 2 PM Eastern time to review the draft. Commentary received next week will be submitted to the board with the draft, though no further drafting is intended at this final Town Hall.

J. Concurrences passed outside of regular Board work meeting

1. September 6, 2019

Motion: To approve the delisting of the contact person for NM022 from the WSO website. He can petition the WSO after a year to be allowed to list the meetings he has started. (Rich R.)

Background: The history of this motion can be found in the 2 letters written by group members, to the Board. The situation has been discussed with the Region, which has agreed with this recommendation. Complaints include several years of unpaid rent, misuse of the church key, and blatant disregard for Traditions with outbursts. Group members have made attempts to speak with the person about group conscience decisions to no avail. These behaviors place newcomers and established members in vulnerable situations. **Second:** Bill D.

Discussion: Thoughtful discussion ensued, with the church to be made aware that any meetings started by this person are not ACA approved meetings. The group has sought the direction of more experienced members, inviting them to assess the meeting the APB working group has also been consulted over the year.

Decision: Motion passed unanimously.

K. Motions passed at the board working meeting on May 23, 2019

1. **Motion:** To approve Sharon F. as Vice Chair of Website and Database Committee.
Background: Sharon has been on the committee for over a year and has been a welcome addition. Her willingness to serve at the ABC was a great help. Having only one person at the helm puts us in significant risk if something should impede his service.
Second: David McB
Decision: Motion Unanimously Approved
2. **Motion:** To approve an order of 10,000.00 to Bang for Big Red Books. (David McB)
Second: Charlie H.
Decision: Executive Board voted to accept this unanimously.

L. Motion passed at Board working meeting on July 11, 2019

1. **Motion:** To approve Charlie H. as Vice Chair and Board Liaison to the Archive Committee. (Archive Committee)
Background: This was a request from the Chair, Marcia J.
Second: Miles C.
Decision: Motion passed unanimously.

M. Motions passed at the board working meeting on August 1, 2019

1. **Motion:** Propose Erin D. as Secretary of ACA WSO (Charlie H.)
Background: Erin D., ABC/AWC Chair will exchange positions with Miles C., Secretary.
Second: Miles C.
Decision: Motion passed unanimously.
2. **Motion:** To approve Miles C. as Chair of the ABC Committee and Erin D. as Vice-Chair (Charlie H.)
Background: Miles C., Secretary will exchange positions with Erin D., ABC/AWC Chair.
Second: David McB.
Decision: Motion passed unanimously.

N. Motions passed at the board working meeting on August 15, 2019

1. **Motion:** (Carole C.) Request change to OPPM Appendix IV
Delete the sentence in section titled, "Purpose of the Committee", lines 4-6:
 - a. "Once it becomes fully established, the Nominating Committee will also vet, identify and orient potential candidates for other ACA trusted servant positions, such as WSO committee members."
Delete the sentence in section titled "General Duties". Paragraph 4, lines 1-2:
 - a. "As already mentioned, over time the Committee will expand its role to vet and nominate qualified candidates for other key WSO volunteer positions, such as committee chairs and vice chairs."

Background: A key operating principle of the Nominating Committee is ensuring that there is a clear separation of the Committee from the Board in the identification and vetting of new Trustees. The Committee has maintained this clarity by employing an open process while maintaining in confidence the names and information about candidates and their references. The process for identifying and vetting members of WSO Committees will require continued interaction with individual Trustees and the Board as a whole. This is counter to the Nominating Committee operating procedures and separation from the Board.

Second: Rich R.

Decision: Motion passed unanimously.

O. Motions passed at the board working meeting on September 5, 2019

1. **Motion:** To hire Alexia P to develop a dedicated web page and downloadable materials to guide ACA translation activities at an estimated cost of \$2,773.00. (Charlie H.)

Background: Translation is essential to carrying the message to adult children who aren't native English speakers. As the volume of translation grows, it has become important that translation teams have detailed, easily understood instructions to enable them to work quickly and consistently. An online section about translation will ultimately reduce WSO staff time and frustration for local translation teams by giving everyone a consistent process to use. The Board will be consulted if it appears likely that the \$2,773.00 cost estimate will be exceeded.

Second: David

Discussion: Translation resources are urgently needed to serve other countries.

Decision: Motion passed unanimously.

P. Guest Comments:

Marcia J. (Iowa/Illinois, Archive Chair): Wants the European Committee to know she is totally "wowed" by their accomplishments! Congratulations to Majbrit, Fredrik, Mikkell and Marcus on the good work.

Karen R. (TN, Former Trustee): Wants the Board to know she is thankful for all their work. She has a concern that there is no easy way to link to the Teleconference on the adultchildren.org website. A disconnect is sometimes felt between the Board and the fellowship, and this would be one way to help the fellowship find the TC information. Jim B will add this link.

Kathy T. (CA APB Working Group): Thank you for the service work of all. Erin and Kathy will revise the August minutes under the report for ABP working group.

Christopher (NE Region): Would like to inform WSO and the fellowship that the Region has voted and elected the Region's chair, secretary and treasurer earlier today. The developing Region also has an email address: ne.us.region.aca@gmail.com

Laura (CO, Denver IG Rep): Was not listed as present in the August minutes and asked to be added.

Q. Motion to close the meeting: Majbrit M.
Second: Miles C.
Decision: Motion passed unanimously.

R. ANNOUNCEMENTS

- **Next Meeting:** October 12, 2019