



**MONTHLY TELECONFERENCE Minutes
November 9, 2019 2PM Eastern**

Zoom Webinar ID: 228-809-511

Webinar:	Dial US	Dial International
https://zoom.us/j/228809511	US: +1-669-90-06833 (San Jose) PIN: 228809511# US: 1-929-205-6099 (New York) PIN: 228809511#	Zoom International Dial-in Numbers <ul style="list-style-type: none"> • DEN: +45 89 88 37 88 • SWE: +46 8 4468 2488 +46 8 4468 6646 • Full list of international Numbers https://zoom.us/u/adSv3hv19d

A. Call to Order (David McB in Charlie's absence)

B. Roll Call of Board Members (Bill, Carole, David, Erin, Jim, Majbrit, Miles, Rich present) Charlie absent

C. Quorum established.

D. Guest Introductions

Amanda L.	Josh W. DC IG 626 OPPM Com., NE Region	Laura CO Denver IG Region 2 Rep from Denver CO	Mary Jo L. OPPM, Ballot Prep, Website comm.
Arjan NET Webmaster for Netherlands, Belgium	Kathy T. SoCal IG 630 APB Com, Lit Com.	Laura L. CA IG620, NOM COM, Archives, OPPM, YA Liaison	Pam CA Central Coast IG 76
Barbara N. Alameda CA Greater East Bay IG 648	Karin S. Chicago, Chair APB WkGrp DTSC	Marcia J. IL029 Archive Chair	Sharon F. KC MO Traveler Editor, Website Vice Chair
Greg R. TX Lonestar IG Chair Nom Com Lit Com. Austin TX	Kristian NE Region	Marc G. Amsterdam Dutch Int.	Sue V. CAN IG558 MSC, Chair Global Outreach Subcom.
Jo S. Tampa, Florida	Lana IG Rep Canada	Markus S. Malmo SW Webmaster	

E. Tradition Eleven: Our public relations policy is based on attraction rather than promotion; we maintain personal anonymity at the level of press, radio, TV, films, and other public media.

F. Minutes:

a. Motion to approve September 8, 2019 Teleconference Minutes (Jim B)

Second: Miles

Discussion:

Decision: All in Favor

b. Motion to approve October 14, 2019 Teleconference Minutes (Jim B)

Second: Bill

Discussion:

Decision: All in Favor

G. Chair Report – David Reported that Charlie is still traveling. The board just completed a strategic Planning meeting (SPM) in Long Beach California. All trustees visited the Literature Distribution Center in Signal Hill. More details about the SPM will be provided soon.

H. Treasurer’s Report – Presented by Bill D – The full report can be found on the service website, <https://acawso.org/category/treasurer-reports/>

In reviewing the Balance Sheet, we can see ACA WSO ended the month with \$693,077 in Total Assets. This is an increase of \$15,579 from the previous month and is due primarily to an increase in our Cash Assets. Our Cash positions increased about \$44,000 as we sold off inventory in Signal Hill. Cash went from \$354,060 in the prior month to \$391,995 this month.

- WSO’s Inventory Assets increased by approximately \$8,976. This month’s inventory total was \$137,629.
- WSO’s Total Liabilities and Equity of \$693,077 at the end of the period and a Year-To-Date net income of \$80,936.
- Overall WSO expenses were \$32,955 including payroll and operating expenses resulting in a net income of \$17,941 for the month.
- WSO received \$12,956 in 7th Tradition Contributions for the month from members, groups, and intergroups. This is almost double the prior month of \$6,512.

<https://acawso.org/category/7th-tradition-contributions/>

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

1. **Executive Committee:** David McB.

Mostly worked on the Strategic Planning Meeting that was just held.

2. **Archive Committee:** Marcia J.

The committee did not meet in October and there is nothing new to report, the committee can be contacted at archives@dultchildren.org

3. **Finance Committee:** Bill D - <https://acawso.org/category/finance/>

Working on changes to Sales Tax collections. Doing analysis to see where we have Nexus and are required to collect sales tax. Each state has different rules. An RFP was prepared to get professional assistance with Sales Tax Compliance.

Also looking at inventory analysis with our accountants and the office.

4. **Literature Committee:** David for Charlie

New books: Lets Get Started (Little Red Book), couple more in the works, Booklets and trifolds

5. **Member Services Committee:** Carole C.

The Member Services Committee (MSC) meets by teleconference from 30 minutes to an hour at 6pm Eastern time on the first Wednesday of every month. In between teleconferences we stay in touch on our Slack channel #member_services_cmte. MSC is looking for volunteers to help assist and support adult children through better communication with the fellowship in North America and globally.

Submitted 2020 Budget

Members Subcommittee: Chair is open

Intergroup: Tamara – issued a needs assessment survey. Building a how to start an IG doc, need volunteers for the 2020 ABC

Regions: Matt K. – region 2 has a new chair Rich R, A formal application was received from the German Language Speaking Region, North East forming Region elected officers and is working towards a formal application, the Midwest forming Region is doing a Ready Set Go road show

Traveler: Sharon F. About 7,500 subscribers – January 1st Issue will be the last with Sharon as editor. This position is open.

Young Adults and Teens: Marc Actively working with the young adult and teen community and seeing what current literature we can use. Looking for speakers for a monthly meeting 3rd Wednesday of the month.

6. **Global Outreach:** Working with other WSO committees to carry the message
7. **Hospitals and intuitions: Miles** – Rich R is new Vice Chair – working on a trifold pamphlet for doctors and psychologists. If you need literature for inside the walls contact hichair@adultchildren.org. Attending AA conferences when invited
8. **Public Services Committee:** David McB
Study called ACE – Adverse Childhood experiences – looking to work with them.
Making progress with cooperation with AA on 2020 convention on Detroit
9. **European Committee:** Majbrit M. – Markus Reported that both Majbrit and Fredrik were unavailable
10. **WSO Office:** Nick C. <https://acawso.org/category/wso-office/> – David reported – supported the Board visit, working on inventory systems. Building an operating manual. 2398 Meetings, 101 Intergroups, 1 region.
11. **DCOC:** Bill D. - <https://acawso.org/category/dist-ctr-oversight/> Looking for a new time for committee to meet. WSO Office Lease is due for renewal in May 2020, a new management company bought the commercial park. Helping with the Sales Analysis for Tax Compliance. VAT Tax for Amazon in Germany is still in progress – IRS Form problems.
12. **Service Network Committee:** Jim B. Meets twice weekly – ACA service manual in progress – reviewing other fellowships service manuals and will start working on our service manuals table of contents soon. The committee submitted a ballot proposal for an ACA Preamble.
13. **Website/Database Committee:** Jim B. <https://acawso.org/category/website-committee/>
Documenting Meeting Lists Update procedures, Merged Online and online Audio meetings. Committee voted to approve a name change to WSO Information Technology committee. Sharon F was elected committee chair effective January 1 2020. Both votes are pending board approval. Free Translated Literature page is being updated.
14. **ABC Committee:** Miles C. – 2020 Plans are coming along. Early registration is encouraged. The San Francisco and East Bay Intergroups were approved as Hosts for the 2021 ABC AWC
15. **Ballot Prep Committee:** Mary Jo – 4 proposals submitted so far. Nov 30th is deadline for submissions.
16. **OPPM Committee:** Mary Jo L. – Draft of the committee mission statement is drafted and pending approval – waiting for feedback.
17. **Nominating Committee:** Greg R. <https://acawso.org/category/nominating-committee/>. We request all candidates for a 2020 Trustee position submit your applications by November 22,

2019. The Nominating Committee will start vetting applicants at that time. European applicants are requested to submit application to the Nom Com and not the EC. Doing board member exit interviews and using the valuable feedback.

18. Delegate Training Subcommittee: Erin - <https://acawso.org/category/delegate-training/> Posting Traditions workshops. Letter to the delegates with a checklist – Plan to send bi-monthly messages.

19. Predatory Behavior Work Group: Karin S. Presented by Erin <https://acawso.org/category/apb/> text card had 3 rounds of town hall review, Plan to send the Tent Card out for fellowship feedback and field testing.

J. Motions passed at the board working meeting on November 7, 2019

1. Motion: To accept the resignation of Erin D. as Board Secretary.

Second: Jim B.

Decision: Motion passes unanimously.

2. Motion: To elect Jim B. as WSO Board Secretary

Second: Rich R.

Decision: Motion passes unanimously.

3. Motion (Miles) : Accept the 2021 ABC AWC bid by presented by the San Francisco Bay and Greater East Bay Intergroups, and authorizes the ABC AWC committee to study the feasibility of using a convention Planner

Background: This is the only bid that was presented and once accepted we can move forward with the hotel selection and contract.

Second: Rich R.

Discussion: The WSO is to move forward with hotel selection and contract negotiations.

Decision: Motion passed with one abstention

4. Motion(Miles): To approve the ABC/AWC Memorandum of Responsibilities

Background: The document clarifies the roles and responsibilities between the WSO, ABC Committee, and the local host committee for the ABC and AWC.

Second: Rich R

Discussion: This was written with the ABC committee and former AWC hosts to help clarify roles for 2020 and future ABC/AWC's. It will be updated as further clarification is needed.

Decision: Motion passed unanimously.

5. Motion: (Bill) Begin collecting sales tax revenue in Shopify and Amazon for the following states, so that WSO complies with state tax laws, where such taxes are not already being collected: California, Illinois, Kansas, Minnesota, North Carolina, New York, and Texas.

Background: States are changing rules as to when Sales Tax is due, and research shows we need to start collecting taxes in a number of states. We have a definite list now and more are likely to be added soon.

Second: Rich R.

Discussion: There was a minority opinion that suggested we make it more generic so new states could be added without a new motion. We decided to move forward as is and require at least one more motion to add new states.

Decision: Motion passes with one “nay”

- 6. Motion (Carole):** Add the following guidance to the web page, and other material regarding the Seventh tradition: WSO suggests that Intergroups, after their prudent reserve is met, donate excess funds at the rate of 60% to their WSO-certified regions and 40% to WSO.

Background: This is recommended by Region 2, as an extension of guidance for intergroup donations in the BRB, Page 599.

Second: Miles C.

Discussion: This is the similar suggested allocations for meetings.

Decision: Motion passed unanimously.

K. Motions passed at the board working meeting on October 17, 2019

- 1. Motion:** To create a link on the Repository to the Book of Motions. This would be an entire page rather than a link to one year.

Background: The board of trustees and the fellowship have questions about matters previously settled by motion. Having a link to motions available on the Repository will make their access easy for all who want to look at them. This will also add to Board transparency. If approved Marcia would work with Jim to create a link.

Decision: Motion passed unanimously.

- 2. Motion:** To authorize Archives to generate a one-page Deed of Gifts for material submitted to WSO for archival purposes.

Background: ACA has no document to assert ownership of materials donated to WSO. A Deed of Gifts protects ACA from subsequent disputes over use of materials entrusted to our care.

Decision: Motion passed unanimously.

- 3. Motion:** To authorize Member Services to send the membership survey out to the fellowship.

Background: Additions requested by the Board were added.

Decision: Motion passed unanimously.

- 4. Motion:** To provide the ABC Host Committee with access to all workshop recordings from the 2019 AWC until the end of the calendar year.

Background: There is a big push for the local host committee to select workshops. They have asked for recordings from 2019 in order to help with the selection and recruiting process. Access will be terminated after the vetting process.

Decision: Motion passed unanimously.

- 5. Motion:** To authorize signing of a Non-disclosure Agreement between WSO and the vendor who will be printing and distributing ACA Literature in the UK effective. Martin's Printing will agree to copyright confidentiality when the UK signs the licensing agreement.

Background: The UK Intergroup will work with Martin's, a local printing and fulfillment vendor. In signing they agree to print ACA literature but not violate the copyright. Use of the Non-disclosure agreement has been checked with a copyright lawyer.

Decision: Motion passed unanimously.

L. Guest Comments

Josh 1) Asked for clarification about Traveler Editor opening. One co editor in training now – we can use more help. 2) asked about Intergroup Needs Assessment – It was sent out.

Arjan from the Netherlands – Does not think he received the IG survey and asked how to handle WSO contacts in his area that do not share emails that were sent to them. He is a link <https://acawso.org/2019/11/10/intergroups-needs-assessment-survey-released/> Committee email is intergroups@adultchildren.org

Question about Intergroups 30% discount – what does it cover. It covers all items

Pam thanked us for a speedy meeting

Laura from Colorado – Is there a direct website to get information on the convention - <https://www.acaworldconvention.org/> and Delegate Training – dtsc@acawso.org . Also is the meeting and intergroups counts mentioned worldwide ? it is but we do not have all of the groups and intergroups not registered. It is our goal – but we do not have them all for various reasons. There are also many step groups not registered.

M. Motion to close the meeting: Bill

Second: Carole

Decision: All in favor

N. Closed with ACA Serenity prayer

O. ANNOUNCEMENTS: Next meeting will be held on Saturday December 14, 2019 at 2PM Eastern