



**Adult Children of Alcoholic and Dysfunctional Families
World Service Organization**

1458 E. 33rd Street, Signal Hill, CA 90755

Mailing address: ACA WSO PO Box 811 Lakewood, CA 90714 (310) 543-1815

**MONTHLY TELECONFERENCE AGENDA
August 14, 2021 2PM Eastern**

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 Meeting ID: 228-809-511, PWD: 90755

Zoom Meeting Details:	Dial US	Dial International
Zoom ID: 228 809 511 Passcode: 90755	US: +1-669-90-06833 (San Jose) US: 1-929-205-6099 (New York)	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/j/228809511?pwd=90755

- A. Call to Order – Open with the ACA Serenity Prayer
- B. Roll Call of Board Members – Bill D, Charlie H, Erin D, Fredrik H, Jasmina T, Jim B, Justine F, Liz C, Sharon F, Sue V, Tamara P
- C. Quorum
- D. Guest Introductions
- E. Tradition Eight - Adult Children of Alcoholics should remain forever non-professional, but our service centers may employ special workers.
- F. Minutes:
 - a. (TBD) Motion to approve the July 10th, 2021 Teleconference MinutesSecond:
Discussion:
Decision:

G. Chair Report – Charlie H

H. Treasurer's Report – TBD <https://acawso.org/category/treasurer-reports/>

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

1. Executive Committee: Sharon F <https://acawso.org/category/executive-committee/>
2. Archive Committee: Marcia J <https://acawso.org/category/archives/>
3. Ad hoc Committee for Representation, Equity, and Accessibility: Joe H <https://acawso.org/category/representation-equity-accessibility/>
4. European Committee: Fredrik <https://acawso.org/category/european-connection/>
5. Finance Committee: TBD <https://acawso.org/category/finance/>
6. Global Members Committee - Sue V - <https://acawso.org/category/global-members/>
7. Information Technology (IT) Committee: Brad L <https://acawso.org/category/information-technology/>
8. Literature Committee: Christine B <https://acawso.org/category/literature-committee/>
9. Member Services Committee: Sarah O <https://acawso.org/category/member-services/>
10. Public Services Committee with H&I: Jim B, Rich R <https://acawso.org/category/public-information/> and <https://acawso.org/category/h-and-i-committee/>

11. Publishing Committee - Sue V <https://acawso.org/category/publishing-committee/>
12. HR Committee Rich R <https://acawso.org/category/human-resources/>
13. WSO Office: Nick C <https://acawso.org/category/wso-office/>
14. DCOC: Sharon F <https://acawso.org/category/dist-ctr-oversight/>
15. Service Network Committee: Sharon F, Board Liaison
<https://acawso.org/category/service-network-committee/>
16. ABC AWC Committee: Liz C, Karin S <https://acawso.org/category/abc-committee/>
17. Ballot Prep Committee: Jim B <https://acawso.org/category/ballot-prep/>
18. OPPM Committee: Kelle J <https://acawso.org/category/oppm/>
19. Ad Hoc Committee on Meeting and Service Safety – Erin D
<https://acawso.org/category/ad-hoc-meeting-and-service-safety-committee/>
20. Nominating Committee: Denise
<https://acawso.org/category/nominating-committee/>

J. Motions passed at a Board Working Session July 8, 2021

Motion Charlie H, seconded by Jasmina:

To conduct an annual board self-inventory and instruct the Executive Committee to propose a detailed plan for an inventory to be held in 2021

Background:

A structured, annually scheduled self-assessment is seen as helpful in making sure the board is communicating and solving problems effectively, and in accordance with the Traditions, Norms, Concepts, OPPM/bylaws, and Commitment to Service.

Result: All in favor

K. Motions passed at a Board Working Session July 22, 2021

a. Motion by Sharon F, seconded by Tamara:

That WSO engages the services of Charitable Allies at a cost not to exceed \$1500 for the purpose of gaining legal recommendations and assistance as it relates to the meeting list.

Result: All in favor

b. Motion by Sue V, seconded by Fredrik H: Hiring Markus as Independent Contractor to work with Publishing Committee

To hire Markus Sjöborg for publishing as an independent contractor invoiced and paid through Frilans Finans in Sweden for 6 months. The hours will be 30 hours per week.

Background: Markus has been working as a special worker for literature since October 2020 on 3-month contracts that have been renewed several times due to the work required. The publishing committee would like to clear the backlog of requests for publishing and manage a better turnaround time for our fellowships around the world.

Result: 9 yes, Justine and Tamara absent.

K. Motions passed at a Board Working Session July 29, 2021

Motion by Charlie H, seconded by Liz

I move that the board approve and accept, as submitted, the midyear budget summary.

Result: All in favor

L. Motions passed via Specific Concurrence (SC) July 2021.

An SC is considered time sensitive and is done electronically.

All SC:s passed

Motion (made by Bill D., seconded by Sharon F.)

To accept the proposal from PS Business Parks dated April 21, 2021 with an expiration date of July 15, 2021 to extend the WSO office lease one year from August 1, 2022 to July 30, 2023 at 1458-1460 E 33rd Street in Signal Hill, CA 90755. The rent will be approximately \$4,312 per month for that period.

Background: The current lease expires on July 30, 2022 and WSO is seeking a one year extension of the lease to allow for ample time to evaluate the suitability of the site in the future. The rent will increase from \$3,915 per month by about 10 percent or approximately \$400 to \$4,312 per month for the one year extension. The acceptance of the proposal is needed for a lease to be prepared and sent for board approval and signature.

Motion (made by Sue V., seconded by Tamara P.)

To approve adding the LPG and booklets to South Africa Intergroup's contract with WSO.

Background: The current contract includes 50% royalty split as per contract. South Africa is currently ordering the BRB for local print, they are out of stock.

Motion (made by Sue V., seconded by Sharon F.)

To approve the purchase of design work for translated materials publishing for a discounted package deal of up to \$2500 USD (2230 Euros) for 4 books (2 BRB, 2YWB).

Background: We currently have planned 4 new translated publications requiring design work in the next few months. The designer we are working with can design in several languages. They completed the Russian publishing and we received good feedback. There is a savings of approx 2,000-or more Euros in this package. As an example, for the 2 Italian translated books a designer quoted 2230 Euros (\$2500 USD for 2 books).

The publishing committee is new and will be developing a budget for these types of purchases as we move forward.

We will be receiving royalties from these publications from the local fellowship, Kindle and Amazon. This will offset the costs. The fellowships waiting for this work to start currently are: Italian Fellowship (BRB and YWB), in the next couple of months we have French (BRB) from Canada and Lithuanian BRB.

Motion (made by Sharon F., seconded by Bill D.)

Ratify Joe H. as the Representation, Equity and Accessibility Ad-hoc Committee Chair.

Background: The REA Committee met on June 18, 2021 and nominated and voted for Joe H to be Committee Chair. That vote was reaffirmed at the July 2nd REA Committee meeting.

Motion (made by Sharon F., seconded by Bill D., Tamara P. abstained)

To approve the reimbursement of \$31.85 to Tamara P. for travel expenses incurred to visit to the Distribution Center in Signal Hill on June 16, 2021.

Background: Tamara has volunteered to assist with streamlining office technology and processes. As a new Board member, this was her first visit to Signal Hill. The DCOC budget includes travel expenses.

Motion (made by Sue V., seconded by Tamara P.)

To amend a previous board motion to sell the LPG ebook on Kindle for \$11.99 US to sell it for \$9.99 US.

Background: The sale price for the LPG ebook for Kindle was set at a board meeting in April at \$11.99 US. Upon further investigation it was found that Kindle pays a 35% royalty on ebooks priced above \$9.99, but pays a 70% royalty on ebooks priced at or below \$9.99. By reducing our sale price from \$11.99 to \$9.99 we will increase our royalty by \$2.10 per ebook and provide a cheaper price for our members.

Motion (made by Sue V., seconded by Tamara P.)

To approve adding the SMR (Strengthening my Recovery) and updating the Greek contract. The SMR will have a 20% royalty for the first year, the other books will have royalty set at 50%. The design services cost is \$484.45 USD (€375 + 6% VAT = €397.50). The financial information is listed in the table attached.

Background: This design cost is in addition to the previous motion for 4 other publications to be designed. This one is an additional request with combined design and print services; the volumes of books are low with print on demand. The royalty payments and future kindle/amazon sales will offset any initial publishing costs.

Motion (made by Jim B., seconded by Jasmina T.)

To upgrade the WSO Web hosting platform to support our current growth and incorporate caching and a content distribution network to provide better response time globally.

Background: The WSO websites have suffered a number of outages recently and we feel strongly it is time to move to a better hosting platform. With increased demand from global workshops, and the upcoming launch of the Loving Parent Guidebook, we need to be prepared for even more growth. A content distribution network will utilize a global network and provide better response time for members around the globe. The IT Committee has researched a number of hosting options and can stay within the current hosting cost while improving our websites. Any additional services or costs will be presented as a separate budget request. Our current hosting plan + SSL exceeds the current budget (\$1014) and costs \$1443/year. The quoted cost of the improved hosting with the addition of the content delivery network is \$1320 per year. There will be up to \$500 additional cost this year to allow for a transition period while we need both web hosts active. We will try to get a portion of the old host costs refunded if possible.

J. ANNOUNCEMENTS

- **Next WSO Board Teleconference Meeting is Saturday September 11th at 2PM EDT**
- **Link to the 2nd “Only” Meetings Town Hall on August 28th**

<https://acawso.org/2021/07/23/only-meetings-townhall-1-summary-and-townhall-2-announcement/>

K. Guest Comments

L. Motion To close

M. Closing Serenity Prayer

N. Summary of 2021 ABC Proposals and Floor Motions

Issue	Outcome	Status
To revise or develop Amazon Kindle editions of ACA literature so that they correspond to the same page in hard copy publications	Board Motion prior to ABC	Publishing Committee is currently working to update the English BRB version, as well as add the Yellow Workbook and the new Loving Parent Guidebook to Kindle. Other publications and languages will follow.
International Literature Scholarship Fund	Board Motion prior to ABC	The 7 th Tradition page currently accepts funds for the fund. Finance Committee and Publishing have been tasked with setting up procedures for application and disbursement of those funds.

<p>Creation of 12 Step & 12 Tradition Book (12x12 or 12x12x12 to include the Concepts)</p>	<p>Motion did not pass</p>	<p>Groups, Intergroups and/or Regions who are interested in developing this literature are welcome to submit a draft to Literature Committee. Refer to Literature Committee as well.</p>
<p>Creation of a pamphlet/trifold be developed to outline/describe the significant differences between the ACA fellowship and other 12-step programs.</p>	<p>Referred to the Board</p>	<p>Refer to Literature Committee for assessment</p>
<p>We move that a new literature subcommittee begin planning a revised edition of the Big Red Book, with new testimonials and updated content, to be more inclusive of all experience of gender, sexual orientation, ethnicity, religion/spirituality, and a broader range of socio-economic and cultural backgrounds</p>	<p>Passed</p>	<p>Refer to Literature Committee</p>
<p>We propose that in future printings of Chapter 19 in the BRB, the second personal share under TRADITION THREE (p. 503) be deleted entirely</p>	<p>Passed</p>	<p>Refer to Literature Committee</p>

<p>We propose that Adult Children of Alcoholics (ACA) officially change its name to Adult Children of Alcoholics and Dysfunctional Families (ACADF).</p> <p>- combined with</p> <p>We propose that WSO use the acronym ACA/DF in order to include people whose parents are not alcoholics.</p>	<p>Referred to the Board</p>	<p>Refer to Executive Committee to refine the proposal - Task force to set up a series of Town Halls using KBDM to start a Fellowship Wide discussion? (Include Bill to address DBA and other issues brought forth during the ABC discussions.) Send out a multiple language survey of possible name change choices?</p>
<p>We propose that a Topic book that covers the very unique and specific challenges that ACA deals with be developed. Ideally this would be in a format that each individual topic could be read in 15 – 20 minutes, so can be used as the content of a topic meeting.</p>	<p>Referred to the Board</p>	<p>Groups, Intergroups and/or Regions who are interested in developing this literature are welcome to submit a draft to Literature Committee. Refer to Literature Committee as well.</p>
<p>We propose that WSO create an ACA app for mobile devices.</p>	<p>Referred to the Board</p>	<p>Refer to IT Committee to call for volunteers to form a group to study cost, feasibility, and scope</p>

<p>We propose that WSO assemble a committee—comprised (wholly or in part) by transgender, nonbinary, gender-fluid, and/or other gender-non-conforming ACAs—to determine whether and how to make future printings of the BRB more gender-inclusive.</p>	<p>Referred to the Board</p>	<p>Refer to Literature Committee</p>
<p>We propose that WSO produce a version of the BRB and other literature where the level of language is aimed at junior high-school level rather than university-grade English, so that the content is more easily understandable to people for whom English is a second language, rather than their mother tongue.</p>	<p>Referred to the Board</p>	<p>Refer to Literature Committee</p>
<p>Motion to approve a suggested allocation of a meeting’s surplus funds be 60% to local IG, 30% to WSO, and 10% to Region.</p> <p>If the funds are coming from an IG, the suggested allocation would be 60% to WSO and 40% to the Region.</p>	<p>Delegates deemed not time-sensitive</p>	<p>Referred back to Finance Committee - Suggest seeking feedback from IGs and Regions before finalizing.</p>

<p>General idea: Policy for listing or delisting meetings from the WSO meeting list.</p>	<p>Not discussed at ABC due to specificity of floor motion and prior Board action</p>	<p>WSO began a series of “Only Meeting” Town Halls to launch a Fellowship-wide discussion the issues (safety vs exclusion) in order guide the Board in developing a Traditions-based policy on which meetings can be listed or delisted from the website.</p>
<p>We propose WSO create a working group to investigate the viability of utilizing and implementing Knowledge Based Decision Making (KBDM) in future ACA business conferences.</p>	<p>Delegates deemed not time-sensitive</p>	<p>A group is currently meeting to study KBDM. Propose that this study group be incorporated into Governance CC.</p>