



**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

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.

**MONTHLY TELECONFERENCE AGENDA**

**October 8, 2022**

**2:00 PM EDT**

**18:00 UTC**

<b>Zoom Meeting Details:</b>	<b>Dial</b>
<a href="https://us02web.zoom.us/j/228809511">https://us02web.zoom.us/j/228809511</a>	<b>US:</b> 1-929-205-6099
<b>Zoom ID:</b> 228 809 511 <b>Passcode:</b> 90755	<b>For Numbers Outside US:</b> <a href="#">Outside US Phone #'s</a>

**I. Opening**

- A. Call to Order – Open with the ACA Serenity Prayer
- B. Roll call of Board Members: Charlie H., Dove H., Erin D., Fredrik H., Jasmina T., Liz C., Tamara P.  
Absent: Sue V., Brad H., Charlie H.                      On leave: Justine F.
- C. Quorum -
- D. Meeting Support:
  - a) Chair: Jasmina T., Vice Chair
  - b) Notetaker: Trish I./ Assistant to Board Secretary
  - c) Tech Hosts: #1. Brad L.    #2. Tamara P.
  - d) Timekeeper: TBD
- E. Notice of Recording: Starting in January 2022, audio-only recordings of the monthly teleconference will be posted online. We ask that you remain aware of this if you choose to speak during today's call. To protect your personal anonymity, you may participate in the guest introductions by identifying yourself using the chat function. Similarly, during guest comment periods, you may choose to submit a question via the chat function, and your first name will not be mentioned. Thank you for your cooperation.

*[Start Recording]*

- F. Guest Introductions
- G. Tradition # 10: *Adult Children of Alcoholics has no opinion on outside issues; hence the ACA name ought never be drawn into public controversy.*
- H. Concept X – *Every service responsibility should be matched by an equal service authority – the scope of such authority to be always well defined whether by tradition, by resolution, by specific job description, or by the Operating Policy and Procedures Manual and bylaws.*

## II. Minutes

Board Teleconference Minutes LINK: [2022-09-10 Monthly Teleconference Minutes](#)

[NOTE: Please send any corrections to the minutes to the Secretary prior to the meeting at [Secretary@acawso.org](mailto:Secretary@acawso.org)]

**Motion:** To approve the minutes of September 10, 2022 Teleconference Board Meeting(Tamara P.)

**Second:**

**Decision:**

## III. Executive Reports (3 min./each)

A. [Executive Committee | ACA WSO](#): Jasmina T.

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B. [Treasurer's Report | ACA WSO](#): Fredrik H.

- [Note: the financial reports presented are for the month two months prior to current month]

C. [WSO Office | ACA WSO](#): Bill D.

- Includes briefing on non-profit status of WSO

D. Guest Questions/Comments (5 minutes)

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## IV. Committee/Office Reports (3 min./each)

(All reports can be found on the business website at: [ACA WSO | Adult Children of Alcoholics World Service Organization](#) - see links below for specific reports)

### Business Operations

A. [Finance Committee | ACA WSO](#): Lucia S.

B. [IT Committee | ACA WSO](#): Brad L.

C. [Publishing Committee | ACA WSO](#): Bill D.

D. Guest Questions/Comments (5 min.)

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### Fellowship & Public Engagement

A. [European Committee | ACA WSO](#): Fredrik H.

- B. [Global Members Committee | ACA WSO](#): Marion M.
- C. [Member Services | ACA WSO](#): Tamara P.
- D. [Meeting and Service Safety Committee | ACA WSO](#): Rich R. and Dove H.
- E. [Public Services | ACA WSO](#) (includes H-and-I Committee): Rich R. and Jim B.
- F. [Representation, Equity and Accessibility Ad-Hoc Committee | ACA WSO](#): *This committee is pending board review as per the OPPM, and is not required to provide monthly reports.*
- G. Guest Questions/Comments (5 min.)
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#### Policy & Structure

- A. [ABC AWC Committee | ACA WSO](#): Liz C.
- B. [ABC Proposals & Ballot Prep | ACA WSO](#): Jim R.
- C. [Archives | ACA WSO](#): Marcia J.
- D. [OPPM | ACA WSO](#): Charlie H.
- E. [Nominating Committee | ACA WSO](#): Denise R.
- F. [Volunteer Resource Committee](#): Jim R. and Laura L
- G. Guest Questions/Comments (5 min.)
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#### Content Development

- A. [Literature Committee | ACA WSO](#): Christine B.
- B. Guest Questions/Comments (5 min.)
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### **V. Motions read into the Record**

- A. Motion passed at the Executive Committee Meeting on Sept. 15
  1. **Motion:** To approve the printing of 10,000 spiral bound English language letter size Yellow Workbooks (YWB) for an approximate cost of \$ 39,688.71, plus shipping costs from Toronto. (Sue V.)
 

**Background:** WSO has been ordering 15,000 YWB per print run the last four times they were printed. Since this order is less than previous orders, it only requires the Executive Committee’s approval. This order needs to be placed in the next two weeks. The printing will be done by Solex in Canada.

**Second:** Tamara P.

**Decision:** Motion passed unanimously. Fredrik H. was absent.


2. **Motion:** To obtain the services of Grinevich Law Group, PC at the cost of \$1,200 to redraft ACA WSO's three year contract with Solex so that it is complete and meets legal standards. (Jasmina T.)

**Background:** WSO's services with ADP include a free legal firm consultation and 40% discount if legal services are obtained. Bill D., General Manager, arranged for the contract proposed by Solex Inc. with WSO to be reviewed by the legal firm Grinevich Law Group, PC. The firm provided a letter with 14 points they suggest are incorporated into the contract. Most of these points make the contract more in ACA WSO's favor and provide safeguards in the event the contract is breached or there are disputes. On September 8, 2022, the Business Operations Collaboration Committee reviewed the letter provided by this legal firm and decided it was in the best interest of WSO to obtain legal services to re-draft the contract and incorporate their recommendations at the cost of \$1,200 (40% discounted rate).

**Second:** Sue V.

**Decision:** Motion passed unanimously. Fredrik H. was absent.

B. Motions passed at a Board Working Session on September 8 and September 22, 2022

1. **Motion:** To approve and accept the mid year budget as presented by the Finance Committee - see:  2022\_mid-year Budget presentation\_090122 (1).xlsx (Fredrik H.)

**Second:** Brad H.

**Decision:** Motion passed unanimously (Sept. 8) Absent: Charlie H., Jasmina T, .Liz C., Justine F.

2. **Motion:** To grant Justine F. her request for a leave of absence from Board of Trustees service for 14 weeks while she attends to medical care and has time to recover. This leave will start on Sunday, September 25, 2022 and conclude on January 1, 2023. The Board will implement the plan that Justine worked on with Sue, chair of the ACA WSO board, to support the transition of her responsibilities during this time. (Sue V.)

**Second:** Erin D.

**Decision:** Motion passed unanimously (Sept. 22) Absent: Justine F.

C. Guest Questions/Comments (5 min.)



## VI. Closing Activities

A. Announcements

- Next WSO Board Teleconference Meeting is on November 12, 2022 at 2:00pm EST
  - This is the same day as the upcoming Delegate Quarterly meeting from 9:00am -1:00pm EST (time TBC). Therefore the Teleconference meeting this day will be in a condensed format.

B. Motion to Adjourn Meeting

C. Closing Serenity Prayer

## APPENDIX