



# Book of Motions January – April 2010

ADULT CHILDREN OF ALCOHOLICS /World Service Office  
Anonymous/Trish I. EDITOR 2025

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## NOTES ABOUT THIS BOOK OF MOTIONS

We do not have records of motions made after April 2010.

Consent=Unanimous Vote

### January 2010

#### **Motion 010910\_01: Expense for ACA Booth at Counselor's Conference**

Motion to approve \$1,000 for an ACA WSO booth at a counselors' conference in October 2010 in Europe. (Lise)

Seconded by Phyllis F.

The **motion was carried** with one nay vote.

**Motion 010910\_02: Defining Regional and Intergroup Representatives**

Motion to approve two new definitions - Intergroup Representative and Regional Representative in Section III H 2 of OPPM. (Omer)

Here are the definitions.

Regional Representative:

By definition, a Regional Representative is someone who sits on the board, and keeps in contact with individual groups and intergroups within a region and acts in service to the ACA Fellowship within ACA WSO.

Intergroup Representative:

By definition, an Intergroup Representative is an individual who serves at the intergroup level to keep the ACA WSO educated as to what is happening at their intergroup level, and takes information about the ACA WSO back to their intergroup and acts in service to the ACA Fellowship within ACA WSO.

This definition recognizes that an Intergroup Representative elected to the WSO Board of Trustees while retaining his or her IG position, is essentially serving two committees simultaneously. While it should be self evident about the differences in these roles, we offer some general guidance here to avoid confusion.

The representative must be clear on his or her service responsibility to the Intergroup and to ACA WSO. For example, when attending a WSO Board of Trustees meeting, the person is offering service to the entire ACA Fellowship instead of one intergroup or geographical region. In all cases, whether serving as an Intergroup Representative or Trustee, the individual is directly responsible to those they serve by serving the ACA Fellowship. This holds true for a Regional Representatives elected as a Trustee while retaining his or her regional position.

Seconded by Phyllis R.

**Motion passes unanimously.**

**Motion 010910\_03: Funds for Finnish Translation Costs**

Motion to allocate \$850 to verify Finnish Translation of ACA Fellowship Text, Chapters 6, 8 and 13 and Part One of Chapter 7. Also Steps 2, 4, 5, 6, 7 and 8 from Chapter 7. (Omer)

**Motion passed unanimously.**

**February 2010**

**Motion 02XX10\_01: Costs for Board Members to Attend the ABC**

Motion: Costs for each board member attending the Annual Business Conference to be held in Tulsa, Oklahoma, April 2010 will be reimbursed up to \$400. This amount may be used in any way the person needs for transportation and if there is anything over, may be applied to hotel or other related expenses, only up to the allotted \$400 per person. (Phyllis R.)

Omer seconded it.

**Motion approved unanimously.**

**Motion 02XX10\_02: Resignation of Linda L. from the Board**

Motion: to rescind the resignation of Linda L. (Omer)

Phyllis second.

Background: Linda served as the Outreach Committee chair before taking a leave or absence and then resigning in October. After taking a break, Linda would like to rejoin the board and continue to serve the ACA fellowship.

**Motion approved unanimously.**

**Motion 02XX10\_03: Accept Rachele V. as the ComLine Editor**

Motion by to accept proposal by Rachele V. as the ComLine editor.

Second by George.

**Motion passed unanimously.**

**Motion 02XX10\_04: Replace OPPM Language RE: Web links for ACA WSO Website**

Motion to replace OPPM language addressing Web links for ACA WSO website. This language is consistent with the June 2008 motion to remove links from outside entities from the ACA WSO Website. (Omer)

New language approved: The ACA WSO Website and Forum pages do not contain links to outside entities due to the nature of affiliation by such links. Outside entities include, but are not limited to, other 12Step programs, personal recovery pages, public/private agencies, or similar organizations.

**Motion approved unanimously.**

## **March 2010**

**Motion 031310\_01: Payment for Rental Space for 2010 ABC**

Motion to approve \$50 to pay for the rental space to host the 2010 Annual Business Conference in Tulsa (Central USA).

Background: The WSO trustees approved holding the 2010 ABC at the Great Hall at University United Methodist Church, 2915 E. 5th St., Tulsa, Okla., USA. The proposed site is located on the University of Tulsa Campus, near downtown Tulsa and near the Tulsa International Airport.

***[No record of second or decision on this motion in the meeting minutes]***

**Motion 031310\_02: Funds for Danish Translation of ACA Red Book**

Motion to approve \$810 for verification of Danish Translation of ACA red book; Chapter 7 (Part I) and Steps 1, 2, and 3 (Part II). (Omer)

To Date: The Danish Translation Committee began translating the ACA red book in August 2007 or about 30 months ago. WSO has verified Chapters 1, 2, 3, 4, 5, and 6 and the Introduction at the summary review level. This is a very good translation in regards to spelling, grammar, content and meaning. A word-for-word review will be required for final publication of the material. Jesper P. is Danish committee contact; ProLingua, with a native speaker, is the company we hired to verify the translation). To date spending on verifying Danish Translations: \$1,485 (US currency).

***[No record of second or decision on this motion in the meeting minutes]***

**Motion 031310\_03: Funds for Polish Translation of The Problem**

Motion to allocate \$100 (US) to verify the Polish translation of The Problem and the Polish word glossary. (2,000 words at 5 cents a word) (Omer).

Polish Translations – The Polish fellowship has contacted the ACA WSO Literature Committee to begin translation of ACA pamphlets. The committee leader is Andrew S., who has signed the translation agreement as well as other members of the committee. He lives in the UK (England). Poland appears to no have ACA pamphlets translated yet. Andrew has submitted a word glossary as required by the ACA WSO translation agreement. He also submitted The Problem for verification so that we can check the quality of spelling, grammar, content and meaning before continuing. We are considering hiring Karolina Lawska, a Polish native speaker, for the verification work. She charges 5 cents a word (US currency).

***[No record of second or decision on this motion in the meeting minutes]***

**Motion 031310\_04: Move to GoDaddy Server**

Motion to move ACA domain "adultchildren.org" to GoDaddy server for the purpose of eventually consolidating ACA WSO domain names and web functions to adultchildren.org. (Josie, Lise, Omer, Scott, David)

***[No record of second or decision on this motion in the meeting minutes]***

## **April 2010**

**Motion 041010\_01: Upgrade Forum Chat Room**

Motion to upgrade out forum chat room from the Parachat “Standard” level to “Professional” for the reasons identified below (plus a few others). (Linda L.)

***[No record of second or decision on this motion in the meeting minutes]***

**Motion 041010\_02: Permissions for Tammy S.**

Permission is being sought by ACA member Tammy S. of Florida to cite the ACA Twelve Steps and the Laundry List in a book she is writing about her life as an adult child and her recovery experiences.

The ACA Steps and Laundry List will be published in a book by the possible title of Adult Child of an Alcoholic Trials and Trails. The material (ACA Twelve Steps and Laundry List) will not be altered or modified. The book will adhere to the ACA Twelve Steps and Twelve Traditions and reflect a positive light on the material and the ACA Fellowship. This request shall apply to all future editions and adaptations of the same. If permission is granted, ACA WSO reserves the right to withdraw such permission without cause.

***[No record of second or decision on this motion in the meeting minutes]***

## **April 23 - 25, 2010 Annual Business Conference**

**Motion ABC\_0410\_01: Sponsorship Workshop**

Motion: to create a Sponsorship Workshop with guidelines on how to be a sponsor or co-sponsor and a sponsee, with the new document presented by Rachele V. to be sent out to the fellowship as a draft copy that can be used. (Lise A.)

Second: Joy

The final vote was 6 for, 3 against, and 0 abstaining. **Motion passed.**

**Motion ABC\_0410\_02: Sponsorship Pamphlets**

Motion: for delegates to look at both possible new pamphlets to be used for membership distribution that Rachele V. presented. (Joy)

Second: Omer G. .

**The motion passed unanimously.**

**Motion ABC\_0410\_03: Sponsorship Subcommittee**

Motion: to create a Sponsorship Sub Committee that will serve within the Outreach Committee, with the purpose of increasing the sponsorship concept within the ACA community. (Gail)

Final vote was 6 for, 1 against, and 3 abstaining. **Motion passed.**

**Motion ABC\_0410\_04: ACA Group Inventory Document**

Motion: to create an ACA Group Inventory document of suggested guidelines for groups and individuals to use at ACA meetings. (Omer G.)

Second: Gail

**Motion passed unanimously.**

**We do not have records of motions passed after April 2010 for this year.**

## APPENDIX A: Excerpt from ComLine, Volume 26, Number 6

2010 ABC

### Annual Business Conference of Adult Children of Alcoholics - Agenda Highlights -

#### Friday, April 23<sup>rd</sup>

- 6:00 pm Opening of the 2010 Annual Business Conference of Adult Children of Alcoholics
- 7:30 pm Presentation of the ACA World Service Organization Annual Report- Josie E.  
Presentation of ACA WSO Committee Reports (Treasury, Literature, Outreach, Hospitals & Institutions, Handbook, and Web/ Database)

#### Saturday, April 24<sup>th</sup>

- 9:30 am Presentation of newly elected officers of the ACA WSO Board of Trustees  
Ratification of the 2010 ACA WSO Board of Trustees
- 10:00 am Presentation of Group Conscience Survey ballot totals  
Discussion and voting on approved ballot items

#### Saturday (continued)

- 4:00 pm "ACA Unity and Consistency": group discussion of ACA's singleness of purpose and fellowship message
- 5:30 pm Close of business for the 2010 ACA Annual Business Conference

#### Sunday, April 25<sup>th</sup>

- 9:00 am Review of ACA World Service Organization goals for 2010  
Discussion of ACA WSO service opportunities
- 10:00 am Annual in-person meeting of the ACA WSO Board of Trustees  
Review 2010 ABC motions for possible action  
Elect Committee Chairs
- 2:00 pm Regular ACA meeting of the Tulsa "Original Workbook Group"

**Summary Minutes of the 2010 ANNUAL BUSINESS CONFERENCE**  
UUMC "Great Hall", 2915 E 5<sup>th</sup> Street, Tulsa, Oklahoma, USA

Twenty-four ACA members, representing seven US states and Denmark, were in attendance. Voting delegates included Scott R. (AZ065), Lise A. (IG040), Marcheita M. (MO008), Gayle W. (OK019), Gina G. (OK020), Joy C. (OK022), Omer G. (OK001), Bonnie K. (TX081), Laila G. (TX082), and Susan B. (TX073).

ACA World Service Organization board members in attendance were Josie E., Chairman, George S., Vice-Chairman and Hospitals and Institutions Chair, Linda L., Secretary and Outreach Committee Chair, Phyllis R., Treasurer, and Rachele V., 2010 ABC Committee Chair.

Conference visitors included Debi L., of Missouri; Dan S., Emily S., Leo D., Noel, and Yeshe D., of Oklahoma; and Nancy J., of Texas. Shelley M. (OK020) served as Chair of the Annual Business Conference proceedings.

#### **Friday, April 23, 2010**

6:00 P.M.- The Annual Business Conference opened with the Serenity Prayer. ACA's Tradition One meditation was read. The ABC purpose and role were reviewed by reading OPPM Sec. XIX.a and ACA Concepts 6, 7, and 8.

6:30 P.M. - ACA's Commitment to Service was read and reviewed. All ACA group representatives (voting delegates) were recognized. ACA WSO staff, board members, and committee chairpersons were introduced. All other guests in attendance were recognized.

Omer G. nominated Shelley M. to be Chairperson for this year's ABC. Gail seconded that nomination. The vote was unanimous to accept this nomination.

7:00 - Omer G. read the overview of ACA's Twelve Traditions. Fellowship discussion included the reasoning behind, and importance of following, each of the Twelve Traditions.

7:30 P.M.- Josie E. presented the ACA WSO Annual Report and talked about the growth of ACA in the past year. She thanked the Tulsa groups for hosting this year's conference. She spoke about the one year anniversary of the re-opening of the ACA WSO office in Signal Hill, California, and talked about the number of new meetings opening around the world. She also summarized the increased revenue and expenses in the past year, and thanked all for the service work that has been provided to keep the fellowship alive and functioning well.

ACA WSO Committee reports were then given by the Committee Chairpersons present:

*Treasurer's Report:* Phyllis R. reported on the 2009-2010 finances. She also reminded the board that this was the last term she could serve on the board, as it is her 6th year of service.

*Literature Committee Report:* Michele L. was still on maternity leave, but did submit a written report included in the delegate packets.

*ACA Handbook Committee Report:* Omer G. reported on the past year's activities with the handbook, translations, and the Daily Meditations book in the works.

*Outreach Committee Report:* Linda L. reported on the increase in email and phone requests for information of all sorts; also included was the written report included in the delegate packets.

(continued...)

## Summary Minutes of the 2010 Annual Business Conference– continued...

*Hospitals & Institutions Committee Report:* George S. reported on the past year's efforts to reach out to these facilities. He also discussed a work in progress (H&I Pamphlet).

*OPPM Committee Report:* Lise A. reported on the work done to revise and update the OPPM.

*Website/Database Report:* Scott R. reported on the status of the ACA WSO website ([www.adultchildren.org](http://www.adultchildren.org)). Compared to last year, there are many more new forum members and far fewer forum and/or web site issues.

Conference ended for the evening with the Serenity Prayer.

### **Saturday, April 24, 2010**

9:00 A.M. - Meeting opened with the Serenity Prayer. ACA's Tradition Two meditation was read by George S. ACA's 12 Concepts were read by Linda L.

9:30 A.M. - Newly elected officers presented for ratification were George S. (as Vice Chairperson) and Linda L. (as returning Secretary). Omer G. made the motion to ratify both new officers. Lise A. seconded the motion. Motion passed unanimously.

10:00 A.M. - Rachele V. presented the Group Conscience Survey ballot totals. Each proposed business item received the 2/3 fellowship support required for further discussion and voting by delegates present at the ABC.

Presentation and voting on ballot items:

Omer G. made a motion to refer the new document on the Sponsorship Workshop to the Literature Committee for review. Joy seconded the motion. After some discussion, Omer withdrew the motion.

Lise A. restated her motion to create a Sponsorship Workshop with guidelines on how to be a sponsor or co-sponsor and a sponsee, with the new document presented by Rachele V. to be sent out to the fellowship as a draft copy that can be used. Joy seconded the motion.

The final vote was 6 for, 3 against, and 0 abstaining. **Motion passed.**

*Ballot Item #2:* Submitted by IL005 - Asking that a motion be made to have a Sponsorship Pamphlet made by the WSO and made available for membership distribution.

History: The pamphlet available now is out-dated, and does not reflect the language from the ACA fellowship text.

Omer G. made the motion for ACA WSO to create a new Sponsorship Pamphlet and make it available for membership distribution. Bonnie K. seconded the motion. In discussion, Lise A. wanted to declare the motion as moot. Omer withdrew this motion, due to a tentative new pamphlet already having been created. Rachele presented two such possible pamphlets. Joy C. made a motion for delegates to look at both possible new pamphlets to be used for membership distribution. Omer G. seconded the motion. **Motion passed unanimously.**

Ballot Item #1: Submitted by IL193 - Asking that a motion be made to create a Sponsorship Workshop with guidelines on how to be a sponsor or co-sponsor and a sponsee.

History: Group feels that “we” need to be able to share our experience, strength, and hope through sponsorship. It would be valuable to the membership to have a workshop showing how to accomplish that.

The conference heard great discussion of the many possibilities this could create, but also about how the other ballot items would “blend” if this workshop was created. Lise A. made the motion to create a Sponsorship Workshop. Joy seconded.

More discussion followed regarding the need for increased communication and for possibly updating the New Meeting Packet to include sponsorship information. Bonnie K. spoke against this motion, stating that it will “connect with the other items.” Gail spoke against this motion, stating it is “too vague.” Rachele V. presented a possible document that could be used as guidance.

Omer G. made a motion to lay the first motion on the table for later discussion. Gail seconded the motion. Lise agreed to allow this. Motion passed unanimously.

The conference then broke to a Committee of the Whole, to allow for free discussion regarding the Sponsorship Workshop ballot item.

Omer G. made a motion to bring the Sponsorship Workshop motion back to the table. Gail seconded the motion. Motion passed unanimously.

The conference broke into a Committee of the Whole, again for free discussion of the two new sponsorship pamphlets.

11:45 A.M. - Conference broke for lunch.

1:30 P.M. - Conference resumed with further ballot items.

Ballot Item #3: Submitted by WI077 - Asking that a motion be made to create a Sponsorship Committee with the purpose of increasing the Sponsorship concept within the ACA community, including developing pamphlets for guidance in this area of recovery.

History: A member was deeply involved in ACA recovery about 18 years ago and at that time there was a lack of sponsorship focus. He/she was fortunate to find his/her first sponsor in an ACA meeting. The fact that, at least where he/she lives, there is still little ACA sponsorship is troubling. AA was basically Bill and Bob working one on one. This seems to be the basis of sponsorship. It worked then and he/she sees this relationship working every day in the recovery community.

Joy made the motion to create a Sponsorship Committee with the purpose of increasing the sponsorship concept within the ACA community, including developing pamphlets for guidance in this area of recovery. Bonnie K. seconded this motion. In discussion Gail asked if the motion could be amended to forming a Sponsorship Sub Committee that would serve within the Outreach Committee. This was agreed on.

Gail then made a motion that amended the original motion, to

## Summary Minutes of the 2010 Annual Business Conference– continued...

create a Sponsorship Sub Committee that will serve within the Outreach Committee, with the purpose of increasing the sponsorship concept within the ACA community. Final vote was 6 for, 1 against, and 3 abstaining. **Motion passed.**

**Ballot Item #4:** Submitted by IL005 - Asking that a motion be made to create an ACA group inventory document.

History: We do not have one.

Omer G. made a motion to create an ACA Group Inventory document of suggested guidelines for groups and individuals to use at ACA meetings. Gail seconded the motion. **Motion passed unanimously.**

4:00 P.M. - Discussion about the new 25 Questions Pamphlet presented by Omer G. There was agreement all around that the Literature Committee will continue to work on that pamphlet.

Group discussion of "ACA Unity and Consistency." Many members spoke of their ideas regarding these two topics:

Omer G. - ACA has distinct differences from other 12 Steps programs. The ACA identity is established by the ACA 12 Steps & Traditions, the Problem, the Solution, and the Promises. ACA is also different from group to group.

Josie E. - Need is still there for singleness of purpose. Talked about how ACA is finally affecting her family members. Said that miracles happen when the program is worked.

Yeshe - Hopes that remoteness of area does not take away from

George S. - Wants only ACA literature at meetings. Said there is plenty of time to read other material outside of meetings. Also said there is plenty of ACA information to discuss during ACA meeting time. Also "owned" this as his own "insecurity."

Joy - Is very grateful for the ACA purpose & message. Said she didn't "qualify" for other 12 Step programs, so is glad ACA is available.

Nancy - Talked about the history of 12 Step programs and how all of them have helped her throughout her life.

5:00 P.M. - Continued conference discussion of ideas.

Omer G. made an announcement of a call to service for ACA committees and Board of Trustees.

Rachele asked if we could tell our stories about how we each came to the ACA.

Scott R. - Said he dialed in to a bulletin board on ACA material. Said that an employee he had at the time also got him information from an ACA meeting. Said that he felt a lot of shame and fear at his first meeting, but that finding acceptance there was helpful.

Lise A. - Said she read a book by Janet W. Said she identified with the Laundry List. Also said she was influenced by a friend.

Layla - Said she was married to an alcoholic. Said she first attended AI-Anon, but that she had ACA issues that her AI-Anon sponsor could not help her with. Said she attended an ACA/AI-Anon retreat and identified better there than in AI-Anon meet-

purpose and how it is spread.

Lise A. - Likes the ACA Tradition #5 as the purpose. Said she chose ACA over other programs for many reasons. Likes that there is no wrong way to work the ACA program.

Gail - ACA literature is showing where the fellowship is going. It gives the concept of what recovery looks like.

Bonnie K. - Plans to take the ACA fellowship text and the new 25 Questions pamphlet to a retreat that she attends annually, as she feels there are many people at that retreat who will be interested in the ACA message.

Phyllis R. - Believes that the "key" message in the ACA program is self-parenting and self-love.

Marcheita - Talked about a "social visit" she had with a woman about what ACA is really about. Talked about comments made by other 12 Step program people who feel that ACA cannot be worked without other 12 Step work.

Susan - There is a definite difference in ACA focus from other 12 Step programs.

Scott - Likes that early in recovery one can seem to be on a "pity pot" to voice what got him/her into the program. Acceptance of newcomers is so important.

Rachele V. - Spoke of there being no singleness of approach in ACA; each person discovers what the ACA message is for them. The primary message is one of hope.

ings. Said that ACA meetings "fit like a glove." Said she then found the web site and read "ACA Is." Then started her own ACA meeting.

Omer G. - Said he was attending an AA convention and met a lady who mentioned a counselor who treated ACAs. Told about what it took to get in touch with that counselor. Said that he was greeted by name when he went to her office after many phone call attempts. Told of how she helped him to make the connection between Big Omer and Little Omer.

Marcheita - Said she read Claudia B.'s book. Said that talk of inner child was common during that time. Said that she read other books and attended Al-Anon and AA meetings. Said she went to an ACA meeting to talk about emotions. Said she had AA slip while taking care of her mother in her childhood home after her mother had a stroke. Said she got scared when she stood up to her mother for the first time. Also said that a friend brought ACA to her.

Phyllis R. - Said that a friend told her that ACA "was a nice place to meet people." Said that first meeting did not go well, but that the second one she tried was a "better fit." Said she still felt she did not have the "same problems" as others. Said she was validated by other member as having "her own problems." Also said that for her negative experiences are there to teach.

George S. - Said that his wife found books for him when he was "falling apart." Said he went to a counselor who worked on childhood trauma. Said he was given the ACA fellowship text and started a local meeting on his own.

## Summary Minutes of the 2010 Annual Business Conference, continued...

Josie E. - Said she had "a rage" in a psychiatrist's office. Said the psychiatrist told her about ACA meetings. Said that she saw ACA traits in her daughter. Said she went to her first ACA meeting with a plan to take her own life right after that meeting. Said she listened to a meeting member who had the same story a year before, and changed her mind.

Linda L. - Told about how she "tripped over" Josie while doing research on alcoholism in her undergrad program at college. Told about how she started answering research questions that Josie did not have time to answer as the outreach person for the ACA fellowship. Told of how she gradually started answering all requests for information, and about starting the first Outreach Committee.

5:30 - Omer G. made a motion to close the conference. George S. seconded the motion. Motion passed unanimously.

Meeting was closed with the Serenity Prayer.

### **Sunday, April 25, 2010**

9:00 A.M. - Review of ACA WSO goals for the coming year

Josie E. - To get 1% of what she wants to see happen accomplished.

Omer G. - To continue to serve the ACA fellowship through the office, through outreach, and through literature, and to help groups grow. Also wants to attract more people to service in some capacity.

Phyllis R. - Wants to start another local meeting in Prescott. Wants to help the WSO grow in strength and support of the fellowship.

George S. - Wants to keep ACA running and healthy in Atlanta. Wants to get the message out the way it is supposed to be. Wants to complete the new H&I pamphlet. Wants to prepare to be chairperson for the Board of Trustees.

Linda L. - Wants to get a meeting started in Sunnyside. Wants to help the new Sponsorship Sub Committee develop into a committee of its own standing.

Lise A. - Wants to look at what has happened during her service term and evaluate it.

10:00 A.M. - The annual in-person meeting of the ACA WSO Board of Trustees was convened.

**Note:** *Motions approved by the Annual Business Conference on Saturday were submitted to the Trustees for discussion and possible board action on Sunday.*

*All four motions of the 2010 ABC were approved for action by the Trustees. Additionally, the Board elected Phyllis R., of Arizona, as Chair of the newly formed Sponsorship Sub-Committee.*

*The "Sponsorship" pamphlet and "Sponsorship Workshop" guide reviewed by the 2010 Annual Business Conference will be circulated to the fellowship this year for use and consideration.*

## **APPENDIX B: Meeting Minutes for Jan., Feb., March & April Teleconference**

Posted 17 March 2010 - 12:18 PM

### **January 2010 Minutes**

ADULT CHILDREN OF ALCOHOLICS WORLD SERVICE ORGANIZATION  
(ACA WSO) MONTHLY TELECONFERENCE SATURDAY, Jan. 9, 2010.

11 A.M. - 12:30 P.M. PST (UTC -8) -- January 2010 Minutes

Open with Serenity Prayer

Roll Call - The following board members were present: Josie E. chair, Phyllis R treasurer, Omer G. Handbook Committee, Phyllis F., George S., Lisa E.

The following guests were present: Rachele V, Annual Business Conference Chair from Tulsa Okla.; Michael from Northern California; DiAnne A., ACA WSO Office, Signal Hill; Linda L. from Washington; Marina from New York joined the teleconference later.

ACA Tradition 1 was read: Our common welfare should come first; personal recovery depends on ACA unity.

The December teleconference minutes were approved.

Monthly Reports (5 minutes each item)

1. ACA WSO Treasurer: Phyllis R. reported that ACA WSO had total revenues of \$210,064.86 in calendar year 2009. A review of the year-end Jan to Dec Profit and Loss indicated that the income and expenditures showed a minus of \$275.64 Since we are a non-profit and do have monies in saving account and checking account, that does help. The income from 7th Tradition was \$18,249.63, which represents a 70 percent increase of 7th Traditions donations in 2008. In 2008, we had \$10,650 in group and Intergroup donations. This is an indication that our fellowship wants to support each other and WSO.
2. ACA WSO Secretary (Omer and Phyllis acting secretary) Joise asked for a volunteer to be elected as secretary. George asked for OPPM qualifications for the position. Phyllis R said she would send it to him.
3. ACA WSO Literature Committee - Michele L. Not at the meeting due to the birth of her baby girl, Melia, on Jan 4. Congratulations to the new family. Joise asked the board to send their greetings and to indicate to Michele that we appreciate her contributions to Literature and reestablishing the WSO Office.
4. ACA WSO Outreach Committee - Jim S. Jim was not present, but Phyllis F. filled in a report. She said that there had been a total of 414 emails to respond to going back to October. Scott R. helped Phyllis gain access to emails. Joise suggested that she respond to the most recent ones first.
5. ACA WSO Hospitals & Institutions Committee - Joise asked if any one would volunteer to fill this. Since no one did, she will make an effort to work on this. Josie said that Bill S. has returned the literature stockpile he had for H/I work.
6. Website/database -Scott R. See his report on the Web. George asked Scott for further information about the duties of a moderator. They will connect by phone.

7. Handbook Committee - Omer G. Omer indicated that he needed approval of money to review the translations for the latest Finnish Translation of the ACA Fellowship Text (Big Red Book). There are several ACA communities across the world working from the 'grass roots' level to translate the BRB or other ACA literature: Denmark, Finland, Germany, Spain, Sweden, Portugal, Japan, Norway and the Netherlands. When a country indicates that they would like to do this work, Omer sends them a letter asking that they follow the ACA WSO guidelines. They are required to sign a translation agreement before proceeding. The groups also are asked to submit a word glossary of key terms so that the material is a consistent and accurate translation of the ACA message. Not all of the countries mentioned are actively working. Phyllis F. asked about a Spanish translation for ACA members in the USA. Omer said Spanish speakers in the USA and South America are linked up when they contact ACA WSO but as yet there is not a committee to go forward.

8. 2010 Annual Business Conference - Rachele V., chairwoman Rachele said that there are 6 proposals in the queue and she has contacted the people who sent them in to verify them as being derived from an informed group conscience. Next week, she will send out to the board those motions so that we can add 'back ground' information to them when we send them out to the fellowship. This was something that last year's ABC asked for so that the fellowship will have the needed information for an informed vote. She said most proposals involved carrying the ACA message. She said that 2 people have registered to attend the April 1010 ABC so far. She asked to have the home page linked to the ABC.

Old Business -- (5 minutes each item)

1) Motion to approve two new definitions - Intergroup Representative and Regional Representative in Section III H 2 of OPPM.

Motion by Omer. Seconded by Phyllis R. Motion passes unanimously.  
Here are the definitions.

Regional Representative:

By definition, a Regional Representative is someone who sits on the board, and keeps in contact with individual groups and intergroups within a region and acts in service to the ACA Fellowship within ACA WSO.

Intergroup Representative:

By definition, an Intergroup Representative is an individual who serves at the intergroup level to keep the ACA WSO educated as to what is happening at their intergroup level, and takes information about the ACA WSO back to their intergroup and acts in service to the ACA Fellowship within ACA WSO.

This definition recognizes that an Intergroup Representative elected to the WSO Board of Trustees while retaining his or her IG position, is essentially serving two committees simultaneously. While it should be self evident about the differences in these roles, we offer some general guidance here to avoid confusion.

The representative must be clear on his or her service responsibility to the Intergroup and to ACA WSO. For example, when attending a WSO Board of Trustees meeting, the person is offering service to the entire ACA Fellowship instead of one intergroup or geographical region. In all cases, whether serving as an Intergroup Representative or Trustee, the individual is directly responsible to those they serve by serving the ACA Fellowship. This holds true for a Regional Representatives elected as a Trustee while retaining his or her regional position.

## New Business

1) Motion: Costs for each board member attending the Annual Business Conference to be held in Tulsa, Oklahoma April 2010 will be reimbursed up to \$400. (Motion died due to the lack of second).

This amount may be used in any way the person needs for transportation and if there is anything over, may be applied to hotel or other related expenses, only up to the allotted \$400 per person.

Background: Remember when we voted a few months ago to save \$750 each month to be used for ABC expenses and at that rate we will have \$3,750 by April 2010? This is the budget that is to be used for the ABC. If 6 people ask for \$400 that totals \$2,400. That leaves \$1,350 for the mail of announcements of the ABC and the motions to be voted on to over 700 meetings plus whatever other expenses are incurred. A reminder, people who come as a representative from the fellowship are not given any money from the treasury for their expenses.

Since we have already approved the money for the budget, it's my opinion this should be dedicated directly to ABC costs and limit funding for members of the board to spend in order to be fair and to be prudent.

Also, for those who will need more money for their expenses, this will give them the time to save it in order to attend the ABC in 2010.

Last year the transportation expenses ranged from \$1,246.34 for Lise to fly from Denmark to \$190 gas reimbursement. The total last year for those transportation expenses was \$2,723.94.

The OPPM limits travel expenses. We have approved ABC travel expenses in the past but not for hotels or per-diem. So this motion would give each person who requests it up to \$400 to cover any expense provided we get a copy of them with the receipts.

There is a reason that the OPPM limits travel expenses. We must be prudent with the ACA Fellowship funds. Last year we voted to provide transportation money for people to come to the ABC. Some people were reimbursed a lot of money because they came from great distances and had to fly. Others didn't receive any because they were in the area which happened to be Fort Worth Texas. One person didn't ask for any reimbursement.

Do we really want to make the Fellowship pay for our volunteer services?

2) Motion to approve \$1,500 for an ACA WSO booth at a counselors' conference in October 2010 in Europe. (Lise) Motion died due to a lack of a second.

Lise restated the motion and decreased the amount to \$1,000. The motion was carried with one nay vote. Seconded by Phyllis F.

3) Motion to allocate \$850 to verify Finnish Translation of ACA Fellowship Text, Chapters 6, 8 and 13 and Part One of Chapter 7. Also Steps 2, 4, 5, 6, 7 and 8 from Chapter 7. (Omer)  
Phyllis F. asked what the total amount for a completed translation of the ACA Fellowship Text would be and

Omer estimated the amount to be about \$20,000 for a word-for-word review. This would be WSO's expense. There would also be publishing costs to be paid for by the translating committee/Intergroup in a given country. Josie indicated that we should set a translation budget for the year. When the total amount is reached, we would have to delay any further approvals.

Motion passed unanimously.

4) Discussion on ComLine Committee and distribution of the ComLine.

Background: Leo and Joni have prepared the ComLine faithfully for two years. The December issues is their last issue. Leo and Joni will continue to write for the ComLine but a new group needs to take over the layout and distribution of the ComLine each month.

Rachele V. indicated that she would be willing to take this over. Joise

asked her to make a proposal of her intentions and in the interim Rachele will distribute the January issue.

5) Permission is being sought by ACA member Tammy S. of Florida to cite the ACA Twelve Steps and the Laundry List in a book she is writing about her life as an adult child and her recovery experiences. The ACA Steps and Laundry List will be published in a book by the possible title of Adult Child of an Alcoholic Trials and Trails. The material (ACA Twelve Steps and Laundry List) will not be altered or modified. The book will adhere to the ACA Twelve Steps and Twelve Traditions and reflect a positive light on the material and the ACA Fellowship. This request shall apply to all future editions and adaptations of the same. If permission is granted, ACA WSO reserves the right to withdraw such permission without cause.

This was discussed with some pros and cons. Omer will contact Tammy S. to get further information.

Closing:

Guest comments

Announcements

The next teleconference is Feb. 13th, 2010 Close with the serenity prayer

Linda L.

February 2010 Minutes

ADULT CHILDREN OF ALCOHOLICS WORLD SERVICE ORGANIZATION  
(ACA WSO) MONTHLY TELECONFERENCE SATURDAY, Feb 13, 2010.  
11 A.M. - 12:30 P.M. PST (UTC -8) -- Access number: 712-432-8710, Pin 846575#.

Open with Serenity Prayer

Roll Call - name and location (10 minutes)

1. Board members present. ACA WSO Chairwoman Josie E.; Handbook Committee chair Omer G.; Treasurer Phyllis R.; Trustee George S.

Guests: Rachele V., Annual Business Conference Committee Chair, Tulsa; Linda L., Outreach Chairwoman from Washington; Rene from Ojai, CA; and Larry A. from New York; DiAnne A., ACA WSO office.

2. Establish Quorum – Four board members were present out of six. After the addition of Linda L. in old business, there were five voting members present.

3. Introduction of guests.

4. Read ACA Tradition 2: For our group purpose there is but one ultimate authority – a loving God as expressed in our group conscience. Our leaders are but trusted servants; they do not govern.

5. January teleconference minutes approved unanimously.

Monthly Reports (5 minutes each item)

1. ACA WSO Treasurer Phyllis R. The Landlord asked for an update on our liability insurance so Laurie and I had our insurance agent fax said info. Shipping costs have decreased now since establishing the new costs on line but it will take a while to reduce them as many people still have the old forms. Last month we paid \$971.69 in "free" shipping. There were 1,120 ACA books and workbooks sent out, but that doesn't include chips or literature.

2. ACA WSO Secretary (Omer and Phyllis acting secretary) No one has volunteered to take this position yet.

3. ACA WSO Literature Committee - DiAnne from our Signal Hill office filled in for Michele and told us that she is still looking for an offer from UPS to send out our International orders. The online service offered by U.S. mail does not cover international mail well. An office worker must take the mail directly to the post office and wait in line. This can be time consuming so we are looking at pick-up service by UPS.

4. ACA WSO Outreach Committee - Linda L. shared that she was able to clear the backlog of 533 emails from the fellowship and public with the help of board members. She forwarded almost 200 requests to Trustees and related committees. George is also involved in answering these requests being a part of this committee.

5. ACA WSO Hospitals & Institutions Committee - (Josie acting coordinator). George asked about the duties of H/I chair. He asked for more information about committee duties. Josie is also working on a pamphlet to explain what H & I does.

6. Website/database -Scott R. Scott said that the forums continue to grow with 276 new people and 288 people logged in last month.

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7. Handbook Committee - Omer G. – Edipro, the agency hired to verify Finnish translations, continues to verify the translations sent by the Finnish fellowship. The Finns have submitted numerous chapters of the ACA Fellowship Text for verification. They are:

- 1) Chapters 6, 8 and 13 and Part One of Chapter 7.
- 2) And Steps 2, 4, 5, 6, 7 and 8.
- 3) The first part of Handbook section.
- 4) Traditions 1 and 2.

Additionally, the Danish Translation Committee submitted items from Chapter 7 from the ACA red book for verification. The Danes submitted Chapter 7 (Part 1) and up to Step 3 in (Part 2).

8. 2010 Annual Business Conference - Rachele V., ABC committee chairwoman, Rachele said that she had mailed 587 group conscience ballots to registered ACA groups on the original ABC mailing list. She also mailed an additional 42 ballots to new meetings added to the list since the November "call for proposals." The ballots represent the second mailing for the ABC to gain fellowship input and representation. The mailing cost \$442.31 – a reduction from the first mailing due to better rates. The ABC mailings involve two mailings: 1) call for proposals; 2) ballots. When added to the first mailing involving the call for proposals, ACA WSO has allocated \$1,006 for group mailings and correspondence with groups. The call for proposals cost about \$564.

Old Business -- (5 minutes each item)

- 1) Motion by Omer to rescind the resignation of Linda L. Phyllis second. Motion approved unanimously.

Background: Linda served as the Outreach Committee chair before taking a leave or absence and then resigning in October. After taking a break, Linda would like to rejoin the board and continue to serve the ACA fellowship.

2. Motion by Phyllis R. to accept proposal by Rachele V. as the ComLine editor. Second by George. ComLine Theme for 2010: ACA 12 Traditions. Motion passed unanimously.

3. Motion by Omer to replace OPPM language addressing Web links for ACA WSO website. This language is consistent with the June 2008 motion to remove links from outside entities from the ACA WSO Website. Motion approved unanimously.

New language approved:

The ACA WSO Website and Forum pages do not contain links to outside entities due to the nature of affiliation by such links. Outside entities include, but are not limited to, other 12-Step programs, personal recovery pages, public/private agencies, or similar organizations.

- 4) Discussion and action in OPPM Section XX A, regarding how to contribute proposals for the ABC agenda. Background: This items deals with proposals sent in by the ACA groups for the Annual Business Conference.

New language approved:

Any GCS (Group Conscience Survey) will be included if any registered ACA group had, by the process of gathering a group conscience in its meetings, submitted the item to the Ballot Proposal Committee in writing signed by the group secretary or equivalent. Surveys will contain the group's registration number and contact information. Proposals shall be

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verified by the Annual Business Conference committee. Electronic ballots adhering to these guidelines and containing the name and contact of the group secretary or equivalent, will be accepted in place of a signature.

New Business

1) Motion: Costs for each board member attending the Annual Business Conference to be held in Tulsa, Oklahoma, April 2010 will be reimbursed up to \$400. This amount may be used in any way the person needs for transportation and if there is anything over, may be applied to hotel or other related expenses, only up to the allotted \$400 per person. Phyllis R. made this motion and Omer seconded it. Motion approved unanimously.

2.) Suggested OPPM change submitted by Lise (Tabled).

Current language of the OPPM: Board members who are unable to attend teleconferenced meetings because of prior ACA commitments will be allowed to vote by absentee ballot. Such Board members will inform the Board Chairperson of the commitment and cast their signed vote on agenda motions by regular mail, if such mail will reach the Board

February 2010 Minutes – ACA WSO Trustees Page 3

Chairperson before the meeting. Notification and voting by e-mail addressed to the Board Chairperson, with copies to all Board members, will be also allowed.

Suggested new language:

Board members who are unable to attend teleconference meetings [section here removed] will be allowed to vote by absentee ballot. Such Board members will inform the Board Chairperson of the commitment and cast their signed vote on agenda motions by regular mail, if such mail will reach the Board Chairperson before the meeting. Notification and voting by e-mail addressed to the Board Chairperson, with copies to all Board members, will be also allowed.

Reasoning: why are you only allowed an absentee ballot, if you're attending ACA business? It's been discussed by email, and someone suggested it was not a good idea. But as you have to attend some of the teleconferences anyway, to even stay on the board, changing the language is not an invitation to stay away forever.

This motion was tabled in order for Lise to be present when it is discussed.

Announcements

The next teleconference is April 10, 2010

Close with the serenity prayer

Posted 11 March 2010 - 05:38 PM

ADULT CHILDREN OF ALCOHOLICS WORLD SERVICE ORGANIZATION

(ACA WSO) MONTHLY TELECONFERENCE -- **March 13, 2010**. 11 A.M. - 12:30 P.M. PST (UTC -8)

A G E N D A

Please be sure that any background noises in your area are eliminated since the sounds make it difficult for participants to hear. When speaking, please say your name first. This will help us record your name with

your input. Thank you.

Access number: 712-432-8710, Pin 846575#. Press \*1 to mute or un-mute Please notify the secretary with changes, additions, or motions for this meeting.

Open with Serenity Prayer

Roll Call - name and location (10 minutes)

1. Board members present.
2. Establish Quorum
3. Introduction of guests: Welcome. After the introductions, we respectfully ask that guests hold their comments until the end of our meeting. Only board members may talk while we have discussions. Ask each guest for their snail mail or email address so they may receive additional information.
4. Read ACA Tradition 3: The only requirement for membership in ACA is a desire to recover from the effects of growing up in an alcoholic or otherwise dysfunctional family.

5. Approve the February teleconference minutes.

Monthly Reports (5 minutes each item)

1. ACA WSO Treasurer Phyllis R.
2. ACA WSO Secretary (Omer and Phyllis acting secretary)
3. ACA WSO Literature Committee - Michele L.
4. ACA WSO Outreach Committee – Linda L.
5. ACA WSO Hospitals & Institutions Committee – (Josie acting coordinator).
6. Website/database -Scott R.
7. Handbook/Translations Committee - Omer G.
8. 2010 Annual Business Conference Committee --Rachele V., committee chairwoman

Old Business -- (5 minutes each item)

1) 2010 Annual Business Conference:

Motion to approve \$50 to pay for the rental space to host the 2010 Annual Business Conference in Tulsa (Central USA).

Background: The WSO trustees approved holding the 2010 ABC at the Great Hall at University United Methodist Church, 2915 E. 5th St., Tulsa, Okla., USA.

The proposed site is located on the University of Tulsa Campus, near downtown Tulsa and near the Tulsa International Airport.

2) Translations Update: As requested by the ACA WSO chair, I am offering an update on the amount of funding spent to verify ACA literature translated into different languages. This includes an estimate of how much funding will be needed for the remainder of 2010.

To date spending on all translations since April 2007 is \$4,155 (US Currency). This amount has been spent primarily on Finnish, Spanish, Danish and Russian translations. In May 2008, we set aside \$1,000 to be spent on Spanish verifications in anticipation of a committee being formed among Spanish speaking ACA

members.

For the remainder of 2010, the ACA WSO Literature Committee and Handbook Committee have estimated the amount of funding needed for translations will be about \$2,000 (US currency). This includes the \$1,000 set aside for Spanish translations. Translations of ACA literature proceed as funding and work load allows. In the future, some translations may be placed on hold until funding is available. Current projects should continue without interruption.

Translations are overseen by the ACA WSO Literature Committee but the Handbook Committee is assisting in this effort due to the work load of the literature committee handling ACA literature development and office operations. Translation projects are prioritized, approved and conducted based on funding available and as work load permits. Currently, various groups, Intergroups and individuals are translating the ACA Fellowship Text, ACA workbook and pamphlets.

Finnish Translations:

2a) Information only: Finnish Translation of ACA Fellowship Text: At the February teleconference, the trustees approved \$850 for the verification of various chapters of the ACA red book. The estimate was based on 20 hours of work at 35 Euros an hour (about \$45 an hour in US currency). The actual bill was for \$455 euros or \$650 (US) for 13 hours of work. The amount was less than was anticipated because the Euro has decreased in strength against the U.S. dollar and because the work took 13 hours instead of 20 hours. The Handbook Committee would like the minutes to reflect this adjustment. Here is the detail on the spending.

February allocation -- \$650 (US Currency) was allocated to verify these Finnish chapters and partial chapters of ACA red book: (Henry H. is the Finnish committee contact; Edipro, with a native Finnish speaker, is the company hired to verify the material).

- 1) Chapters 6, 8 and 13 and Part One of Chapter 7.
- 2) And Steps 2, 4, 5, 6, 7 and 8.
- 3) The first part of Handbook section.
- 4) Traditions 1 and 2.

Finnish translations continued -- To date: Total chapters and partial chapters verified by ACA WSO since April 2007. This is when the Finnish Translation Committee began its work on the ACA red book -- or about 35 months ago).

- 1) Introduction
- 2) Chapters 1, 2, 3, 4, 5, 6, 8 and 13;
- 3) Chapter 7 – part 1 and Steps 1, 2, 3, 4, 5, 6, 7 and 8.
- 4) The first part of Handbook section.
- 5) Traditions 1 and 2.

The Finnish translation is a very good translation in regards to spelling, grammar, content and meaning. This is a summary review. A word-for-word review will be required for final publication of the material.

To date spending since April 2007 on verifying Finnish Translation:  
\$1,500 (US currency).

3) Danish Translations:

Motion to approve \$810 for verification of Danish Translation of ACA red book; Chapter 7 (Part I) and Steps

1, 2, and 3 (Part II). (Omer)

To Date: The Danish Translation Committee began translating the ACA red book in August 2007 or about 30 months ago. WSO has verified Chapters 1, 2, 3, 4, 5, and 6 and the Introduction at the summary review level. This is a very good translation in regards to spelling, grammar, content and meaning. A word-for-word review will be required for final publication of the material. Jesper P. is Danish committee contact; ProLingua, with a native speaker, is the company we hired to verify the translation).

To date spending on verifying Danish Translations: \$1,485 (US currency).

4) Polish Translations:

Motion to allocate \$100 (US) to verify the Polish translation of The Problem and the Polish word glossary. (2,000 words at 5 cents a word) (Omer).

Polish Translations – The Polish fellowship has contacted the ACA WSO Literature Committee to begin translation of ACA pamphlets. The committee leader is Andrew S., who has signed the translation agreement as well as other members of the committee. He lives in the UK (England). Poland appears to not have ACA pamphlets translated yet. Andrew has submitted a word glossary as required by the ACA WSO translation agreement. He also submitted The Problem for verification so that we can check the quality of spelling, grammar, content and meaning before continuing. We are considering hiring Karolina Lawska, a Polish native speaker, for the verification work. She charges 5 cents a word (US currency).

5) Spanish Translations: We currently have several chapters of the ACA Fellowship Text translated into Castilian Spanish. The ACA Workbook has been translated as well into Castilian. We are also aware ACA pamphlets translated into various dialects of Spanish.

The plan going forward is for ACA members (native speakers) of various dialects to form a Spanish Translation Committee to create one translation of ACA literature. This is the model adopted by Alcoholics Anonymous and other Twelve Step Fellowships. With the model, it is desired that native speakers familiar with ACA Steps and principles translate the literature rather than hiring a translation agency to do the work. Hiring an agency is cost prohibitive. And, additionally, non-ACA members do not typically understand the concepts and nuances of the ACA message. We need native Spanish speakers with ACA experience for this service work. This is occurring gradually. We are making progress.

We have the names of several Spanish speakers in North America and overseas who have been put in touch with one another. We are confident that a committee will emerge. We have set aside \$1,000 to be spent on Spanish verifications in anticipation of a committee being formed. Verification of a Spanish translation costs about 5 cents a word.

6) Russian Translations: The Russian translation of the Identity Papers has been verified and is ready for ACA WSO approval at the Annual Business Conference in April. Natalia K. is the coordinator for Russian translations. WSO has spent \$970 for this verification, which includes preliminary work to verify a second pamphlet, the Newcomer Pamphlet. (Nordtext LTD, with a native speaker, is the company hired to verify the translation).

To date spending on Russian translations: \$970

New Business:

1) Motion to move ACA domain "adultchildren.org" to GoDaddy server for the purpose of eventually consolidating ACA WSO domain names and web functions to adultchildren.org. (Josie, Lise, Omer, Scott, David)

2) Proposed change to the Operating Policies and Procedure Manual (OPPM) submitted by Lise.

Background: This OPPM change would allow a trustee to vote by absentee ballot when he or she misses a teleconference meeting for any reason. Currently, a person can only vote by absentee ballot if the person is absent due to a prior ACA commitment.

Reasoning: why are you only allowed an absentee ballot, if you're attending ACA business?

It's been discussed by email, and someone suggested it was not a good idea. But as you have to attend some of the tele-conferences anyway, to even stay on the board, changing the language is not an invitation to stay away forever.

Current language of the OPPM:

Board members who are unable to attend teleconferenced meetings because of prior ACA commitments will be allowed to vote by absentee ballot. Such Board members will inform the Board Chairperson of the commitment and cast their signed vote on agenda motions by regular mail, if such mail will reach the Board Chairperson before the meeting. Notification and voting by e-mail addressed to the Board Chairperson, with copies to all Board members, will be also allowed.

Suggested new language:

Board members who are unable to attend teleconferenced meetings [section here removed] will be allowed to vote by absentee ballot. Such Board members will inform the Board Chairperson of the commitment and cast their signed vote on agenda motions by regular mail, if such mail will reach the Board Chairperson before the meeting. Notification and voting by e-mail addressed to the Board Chairperson, with copies to all Board members, will be also allowed.

Closing:

Guest comments

Announcements

The next teleconference is April 10th, 2010

Close with the serenity prayer

Linda L

ADULT CHILDREN OF ALCOHOLICS WORLD SERVICE ORGANIZATION  
(ACA WSO) MONTHLY TELECONFERENCE – April 10, 2010. 11 A.M. - 12:30 P.M. PST (UTC -8)  
A G E N D A

Please be sure that any background noises in your area are eliminated since the sounds make it difficult for participants to hear. When speaking, please say your name first. This will help us record your name with your input. Thank you.

Access number: 712-432-8710, Pin 846575#. Press \*1 to mute or un-mute Please notify the secretary with changes, additions, or motions for this meeting.

Open with Serenity Prayer  
Roll Call - name and location (10 minutes)

1. Board members present.
2. Establish Quorum
3. Introduction of guests: Welcome. After the introductions, we respectfully ask that guests hold their comments until the end of our meeting. Only board members may talk while we have discussions. Ask each guest for their snail mail or email address so they may receive additional information.
4. Read ACA Tradition 4: Each group is autonomous except in matters affecting other groups or ACA as a whole. We cooperate with all other 12-Step programs.
5. Approve the March teleconference minutes.

Monthly Reports (5 minutes each item)

1. ACA WSO Treasurer Phyllis R.
2. ACA WSO Secretary Linda L.
3. ACA WSO Literature Committee/WSO Office - Michele L., DiAnne A.
4. ACA WSO Outreach Committee – Linda L.
5. ACA WSO Hospitals & Institutions Committee – George S.
6. Website/database -Scott R.
7. Handbook/Translations Committee - Omer G.
8. 2010 Annual Business Conference Committee – Rachele V., committee chairwoman

Old Business -- (5 minutes each item)

- 1) Proposed change to the Operating Policies and Procedure Manual (OPPM) submitted by Lise. Motion failed due to lack of a second.

Background: This OPPM change would allow a trustee to vote by absentee ballot when he or she misses a teleconference meeting for any reason. Currently, a person can only vote by absentee ballot if the person is absent due to a prior ACA commitment.

Reasoning: why are you only allowed an absentee ballot, if you're attending ACA business?

It's been discussed by email, and someone suggested it was not a good idea. But as you have to attend some of the teleconferences anyway, to even stay on the board, changing the language is not an invitation to stay away forever.

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Suggested new language:

Board members who are unable to attend teleconferenced meetings [section here removed] will be allowed to vote by absentee ballot. Such Board members will inform the Board Chairperson of the commitment and cast their signed vote on agenda motions by regular mail, if such mail will reach the Board Chairperson before the meeting. Notification and voting by e-mail addressed to the Board Chairperson, with copies to all Board members, will be also allowed.

New Business

1. Motion to upgrade out forum chat room from the Parachat "Standard" level to "Professional" for the reasons identified below (plus a few others). (Linda L.)
2. Permission is being sought by ACA member Tammy S. of Florida to cite the ACA Twelve Steps and the Laundry List in a book she is writing about her life as an adult child and her recovery experiences. The ACA Steps and Laundry List will be published in a book by the possible title of Adult Child of an Alcoholic Trials and Trails. The material (ACA Twelve Steps and Laundry List) will not be altered or modified. The book will adhere to the ACA Twelve Steps and Twelve Traditions and reflect a positive light on the material and the ACA Fellowship. This request shall apply to all future editions and adaptations of the same. If permission is granted, ACA WSO reserves the right to withdraw such permission without cause.
3. "Discussion to order 7th Printing of the ACA Fellowship Text. Estimated cost is \$23,000."  
Background: In November, the WSO office received a shipment of 6,000 ACA Fellowship Texts. This should have lasted eight months but due to increased Red Book sales, we need to reorder again to avoid being out of inventory.  
  
More background: After visiting with DiAnne and Michele, it appears that we are selling about 700 to 800 red books a month. By next month, we should have only about 1,500 books in stock. Our normal reorder level is 900 books but we may need to increase that to 1,500 since the red book sales have increased and since it takes five weeks to get another shipment.
4. Request for the amount of \$50 to help with the pizza "welcome" on the first night of the ABC. The only additional cost I know of will be for the printing of delegate packets, but I don't yet know what that will cost. We have already gotten donations of folders, name tags, beverages, coffee and cookies, etc. from our Tulsa group members.
5. Discussion on Office Personnel Changes, Hiring and Possible Modification to Hours.

Closing

1. Announcements - events, retreats, etc.
2. Reminders