

ACA WSO Board Report

September - November 2024 Highlights

Purpose: (as per OPPM and Bylaw II)

The sole purpose of the Adult Children of Alcoholics World Service Organization (ACA WSO) is to serve the Fellowship of Adult Children of Alcoholics (ACA). It is an agency created and now designated by the fellowship of ACA to maintain service for those who might be seeking, through ACA, the means for recovering from being raised in an alcoholic or otherwise dysfunctional home, through sharing information and experiences with one another and by applying to their own lives, in whole or in part, the Twelve Steps, which constitute the recovery program upon which ACA is founded. [Link to OPPM and Bylaws](#)

To Achieve its Purpose:

- 3.1 Provide public information, meeting locations, educational material and such other services as may be deemed necessary.
- 3.2 To organize and provide support service to those Meetings, Intergroups, and Regions that are registered with ACA WSO and are guided by the Twelve Steps and follow the Twelve Traditions.
- 3.3 Convene an annual conference where consideration regarding the business of ACA WSO occurs and priorities for the coming year are discussed and implemented when/where feasible.

Board Meets: At least twice a month for 2 hours/meeting; Executive Committee of Officers meets at least twice a month for 2 hours.

Updates on Board Priorities:

1. Fellowship & Public Engagement

- ❖ **Literature Assessment Project:** The Board recognized the need to evaluate literature priorities and processes, given several open positions, ongoing projects, and limited resources. In May 2024, the Literature Committee Assessment Project team launched a comprehensive review of existing literature committee procedures and outstanding writing projects. This review included an inventory of three key areas: Literature Projects, Policies & Protocols, and Workflows. For further details see [Literature-Assessment-Project-Executive-Summary-Nov.-2024](#).
- ❖ **Publishing & Translations:** The Board approved a motion from the Publishing Committee for funds from the International Literature Fund for a proofreader for Arabic translations (motion 2024-09-02) and a motion from the Member Services and Publishing Committees to repackage conference-approved literature (motions 2024-10-03 & 04).
- ❖ **Member Services Committee Support:** The Board has increased its support for the Member Services Committee, specifically for Intergroup support. We are collaborating with both past and potential future chairs.
- ❖ **European Committee Engagement:** Starting in October, the Board began sending two trustees and a committee chair (when necessary) to European Committee meetings on a quarterly basis. The Safety Resources Committee chair, who is also a trustee, participated in this initiative. This is part of our broader goal to improve communication and strengthen connections with intergroups globally, beginning with those in Europe. This priority is now included in the WSO

strategic plan.

2. Strengthening the Conference & WSO Relationship

- ❖ **Board Reports:** The Board continues to provide updates through regular reports at ABCs and QDMs. For more information, see [Board Reports at ABCs & QDMs](#).
- ❖ **Support for ABC-related Committees:** We are actively supporting committees related to the ABC, including Ballots (BPC), ABC/QDM planning, ABC study & sustainability, and the Concepts study.
- ❖ **Fellowship Group Vote:** The Board has been tasked with implementing a fellowship-wide group vote on motion 2024-06 to change the fellowship name, as directed by the delegates at the 2024 ABC. This is the first time our fellowship has conducted such a vote, and we have consulted with other 12-Step world service organizations to develop a process. We will consult with the delegates at the Dec. 7 Quarterly Delegate Meeting (QDM) on the process before implementation. For more information, visit [Fellowship Group Voting](#).
- ❖ **OPPM Clarification:** The Board collaborated with the ABC Committees to present information on the Operating Policy & Procedure Manual (OPPM) at the December 7 QDM. This presentation explores the potential future transition of Conference (ABC/QDM) sections of the OPPM to a Conference Service Manual. For details, see [Location-Authority-for-Conf.-Policies-Procedure Presentation](#).
- ❖ **2024-2025 Ballot Proposals:** The Board is preparing the WSO analysis with facts and resources for groups to consider when assessing which proposals should be added to the 2025 ABC agenda. The BPC Committee will publish the results on the WSO website in January. More details are available at [BPC Process](#).

3. Financial & Business Stability

- ❖ **2025 Budget:** The Board has been working with the Finance Committee, General Manager, and Controller to prepare the budget for the coming year.
- ❖ **Audit:** The 2024 audit will begin in January 2025. All preparations are in place for a smooth audit process as we continue to follow up on the completion of the 2023 recommendations from the auditor.
- ❖ **7th Tradition Contributions:** We have increased efforts to communicate the need to raise contributions from 18% of our revenue to 25% to achieve greater financial self-sufficiency. This would allow us to expedite additional ACA audio recordings for the fellowship. We are also researching donor management software to enhance fundraising efforts.
- ❖ **ACA WSO Compensation Policy for Special Workers:** The Board, in collaboration with a professional HR consulting firm, developed a comprehensive compensation policy for employees. This policy ensures fair and competitive compensation while aligning with ACA WSO's financial goals. It was approved through group conscience in accordance with Concept VII and Concept XI. See [ACA WSO Compensation Policy-2024](#).
- ❖ **Whistleblower Policy:** The Board expanded the existing whistleblower protections in the employee handbook to include volunteers, such as delegates, as part of our legal and fiduciary responsibilities. Additional information will be included in upcoming volunteer and delegate training sessions through the Service Academy. See the [OPPM](#) Section VII for this policy.

- ❖ **OPPM Update:** The OPPM project team provided the Board with an update on the ongoing work to assess and update the OPPM. The team is collaborating with staff and committees to ensure the OPPM reflects current practices. Professional and legal guidance is being sought as necessary. For more details, see [Report on Project to Update the OPPM](#)
- ❖ **New Project Management Initiatives:** Project management practices are being integrated across business and committee functions to improve efficiency and effectiveness.

4. WSO Committees

- ❖ **Board/Chairs Forum:** The Board has initiated a new “Board/Chairs” forum to improve communication between the Board and committee chairs. This forum will allow for sharing priorities, guidance, and peer support among chairs. The Collaboration Committees were initially part of this effort but were dissolved by motion 2024-11-03. Jim R., a trustee, is leading this initiative and has begun surveying trustees, staff, and committee chairs to assess foundational needs. A summary will be shared once available.

5. Board Sustainability

- ❖ **Board Orientation & Training:** The Board has been providing orientation and training resources for new trustees to improve support and effectiveness.
- ❖ **Outreach for Additional Trustees:** To ensure ACA WSO’s continuity and growth, the Board hopes that there will be two to four new trustees for 2025 and aims to maintain a steady rotation of at least two new trustees annually. See the letter [Your Opportunity to Make a Lasting Impact in ACA](#)
- ❖ **Project Management Tools:** To enhance efficiency and reduce trustee workloads, the Board is incorporating project management tools into its operations.
- ❖ **Strategic Planning:** The Board completed a five-day strategic planning session, with a special report planned for 2025. At a high level, the Board and senior staff confirmed four key priority areas for serving the worldwide fellowship: Fellowship & Public Services, Conference (ABC) & WSO Relationship, Business Sustainability, and Board & WSO Committee Sustainability.

Additional Reference Links:

[ACA-WSO-Book-of-Motions-Jan.-Nov. 2024](#)

[2024-11-26-ACA-World-Services-WSO-Resources](#)