

SERVICE STRUCTURE COMMITTEE MINUTES  
AUGUST 15, 2016  
6 PM EDT  
712-770-4010 ACCESS 281687#

1. **Serenity Prayer:**

God, grant me the serenity  
To accept the people I cannot change,  
The courage to change the one I can  
And the wisdom to know that one is me.

2. **Members present:** David McB. Jim, Marietta (just to say hello), Nancy U. Marcia J. Bonnie K-M

3. **Purpose and objectives:** *As an ad hoc committee of the ACA WSO, our purpose is to research the service structures of other global fellowships in order to recommend how ACA should best organize its service structure to serve its growing fellowship nationally and globally.*

***Objective 1:** Assess and summarize other 12 step organizations' service structures.*

***Objective 2:** Assess and summarize the ACA service structure.*

***Objective 3:** Perform a comparison of ACA service structure to the other 12 step fellowships' service structure and prepare recommendations to improve ACA's service structure.*

***Objective 4:** Prepare a report for the WSO Board outlining the findings and recommendations of the committee and deliver it to the board **prior to** the 2017 ABC.*

**OLD BUSINESS**

**Approve the minutes of the July 11 and August 1 meetings:** Notes needed to correct the minutes from the July 11 meeting concerning the Toronto Regional Service Committee were gratefully received today. Marcia will have the July 11 minutes ready for approval at our next meeting. Nancy U. made a motion to accept the minutes from August 1. The motion was seconded by David McB. The motion passed and the minutes are accepted.

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**Research assignments**—Organizations in red are ready for presentation.

AA—Charlie

DA—Bonnie/Charlie

OA— Marietta

AI-Anon—Nancy/Jim

NA—Jim

SA—Bill

CODA—Charlie

Nar-Anon—Bonnie

ACA—Marcia

CMA—Bill

Non-Profits—David

## NEW BUSINESS

**Presentation: Crystal Meth Anonymous** —Bill D. was unable to attend the meeting, and will present this information at our next meeting.

**Presentation: Non-Profits**—David McB. presented his report on the functioning of non-profits. Since this is a generalized report on the workings of non-profits in general, it did not follow the usual format used for other groups. David has had a long history with non-profit organizations. He mentioned that they have a repository of hard-learned lessons they draw from when they come upon challenges.

The report in its entirety is posted on Slack. There were three areas of that report that David felt were worth emphasizing. These areas foster strong organizations and are a part of that repository of hard-learned lessons:

1. **The continual renewal of the Board.** This involves continuing renewal of the Board's energy and vision. Through committees and other mentoring devices, the sitting Board encourages the participation of new members and participants rising from the ranks of the organization. A healthy application of term limits for Board members encourages this renewal. Many Boards have an "overseeing board of trustees" made up of willing termed-out board members. This emeritus board may meet only once or twice per year or when called upon to mediate major conflicts that may occur within the operating board, or between the operating board and the organization members.
2. **A closed-term contract with the Executive/Office Manager.** The term "Executive/Office Manager" implies a paid employee. Problems that can occur when a contract for this position is open-ended include involvement into an "ownership" of the position, increased chances for nepotism and stacking of the Board itself. This happens because as boards turn over in membership, the manager can become the only one with operation knowledge of the organization, which can turn that person into the boss of the Board. When boards turn in upon themselves they can lose touch with their membership, which among other things, can affect contributions.

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3. **Transparency.** No secret should stay a secret. There are often laws that bind boards to transparency, which defends an organization against the possibility of board members managing money and power to their own benefit.

**Discussion of Non-Profits: What did we like?** What came immediately to mind was the importance of rotation of board members and bringing new participants into leadership positions. The emeritus advisory board also seems like a good idea.

**Further conversation:** There was a concern that more money is generated by literature sales than through group contributions, and what that might mean about the connection of the Board of Trustees to the fellowship. It was mentioned that our organization has suffered through a tough time and come out of it with a growing membership. Now is the time to nurture new leadership. Hopefully our survey and follow-up will give us useful information along these lines. The difficulty of interesting group members in the workings of the larger organization was brought up. Jim mentioned that he presented the information in the letter that just went out to group leaders as information on how ACA works and ways we can suggest changes that might be helpful.

At this point, Marcia's connection was lost and she could not, for some reason, get it back. If there was any further discussion pertinent to this group, please let her know. Otherwise it will be assumed that a motion was made and seconded to end the meeting, and that all agreed!

**Next meeting:** Monday August 29 6PM EDT

**Reports:**

1. **CMA—Bill D.**
2. **?—Volunteer, please.**