



Adult Children of Alcoholics®/Dysfunctional
Families
World Service Organization, Inc.

Agenda
Monthly Teleconference
September 8, 2017
2:00 p.m. EDT

Access number: [712.432.0075](tel:712.432.0075), Pin 427266# Press *6 to mute or un-mute. Please notify the secretary with changes, additions, or motions for this meeting.

A. Call to Order:

- 1. Open with the Serenity Prayer**
- 2. Tradition Nine:** ACA, as such, ought never be organized, but we may create service boards or committees directly responsible to those they serve.

B. Roll Call of Board Members:

C. Establish Quorum Established.

D. Guest Introductions

E. Minutes:

- 1. Motion to approve the July 8, 2017 Teleconference Minutes** (Marcia J.)
- 2. Motion to approve the August 12, 2017 Teleconference Minutes** (Marcia J.)

F. Committee Reports:

- 1. ACA WSO Treasurer's Report**, Finance Committee Bill D.
- 2. Finance Committee**, Finance Committee Vice-Chair David McB.
- 3. Literature Committee**, Charlie H.
- 4. DC Oversight Committee**, Mary Jo L.

5. Distribution Office, Tammie G.

6. Members and Public Service Committee (MPS), Bill D.

- *Delegate World Service Training Subcommittee, Brody F.*
- *Hospitals & Institutions Subcommittee*
- *Intergroup Liaison Subcommittee, Bonnie KM*
- *Virtual Meetings Subcommittee, David McB*
- *Regions*

7. Service Structure Ad Hoc Committee, Marcia J.

8. Website/Database Committee, Jim B.

9. European Committee, Majbrit M.

10. OPPM Review Committee, Mary Jo L.

11. ABC Committee, Jim R.

- *Ballot Prep:*

12. Executive Committee, Majbrit M.

G. Old Business

H. Read into the Record: Working Session motions: these motions are being read into the record as they were voted on during a working session or strategic planning meeting of the Board.

BOARD OF TRUSTEES WORKING SESSION OF August 24, 2017

Members Present: Carole, David, Jim, Mary Jo, Charlie, Bill, and Majbrit. Jeffrey attended the first half of meeting. **BOARD MEMBERS ABSENT:** Marcia

1.Motion: That the Board authorize the Board Chair to execute the contract with CBR Technologies who will coordinate the migration of the WSO Quickbooks company file to a cloud-based platform for an estimated cost of \$3,910 with up to a 50% contingency for unexpected costs and an ongoing annual subscription for Quickbooks and Webgility for \$8,700 combined cost. (Bill)

Background: Currently, the WSO Quickbooks file is housed at the bookkeeper's office and is not accessible to the WSO staff, Treasurer or Finance Committee. This requires WSO to request any reports and information it needs from the bookkeeper. By moving to a cloud-based system WSO staff can run reports, eliminate manual order entry at a savings of approximately \$1,600 monthly, review and modify inventory quantities and locations, automatically import Amazon sales data,

bank account data, PayPal account data and process merchant cards. It will allow us to also bring the WSO financial systems up to standards that the auditors detailed in their final report. The \$1,600/month savings will more than pay for the start-up costs of this project as well as the ongoing costs. CBR Technologies was chosen after obtaining at least three competing bids.

SECOND: David

DISC: Current paid subscription will be rolled into the new setup

DECISION: Passed Unanimously

I. New Business

J. Guest Comments:

Announcements:

The next ACA WSO Board Teleconference is scheduled September 9, 2017 at 2:00 p.m. EDT.

Close with the Serenity Prayer ACA 3:02 PM