



## MONTHLY TELECONFERENCE MINUTES

May 12, 2018

2PM EST 712-432-0075 PIN: 427266#

Press \*6 to mute or un-mute.

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.

**A. Call to Order:** Mary Jo called the meeting to order at 1:01 PM with the traditional Serenity Prayer.

**B. Roll Call of Board Members:**

**Present:** Carole C., Jim B., Marcia J., Mary Jo L., Charlie H., David McB, Miles C., Pat H., Majbrit M.  
Bill D.

**C. Quorum established.**

**D. Minutes:** Marcia J indicated that the minutes from April 14 are not finished, and asked that they be tabled until next month.

**Decision:** Approval of minutes tabled until June teleconference.

**E. Tradition Five:** Each group has but one primary purpose: to carry its message to the adult child who still suffers.

**F. Guest Introductions**

- Andrew, NJ NY
- Gina C. IN Evansville GSR
- Josh DC IG 66
- Matt WI West Great Lakes IG, SVC
- Bridget Santa Cruz
- Greg R. TX Lonestar IG
- Kristian WA Long Island Lit. Com.
- Pam CA IG 64
- Denise Anchorage, AK021 Lit, Archivist R2, MPS
- Jim R. Brooklyn, NY109/ABC Chair
- Mardi M. MT026 ComLine Editor
- Shannon CO INT
- Erin PA076 Vice-Chair DTSC

**G. Committee Reports:** *All reports can be found on the business website: <http://acawso.org>*

Mary Jo L. began by thanking all those who attend the in the ABC/AWC in Toronto. It was an amazing event, and it was wonderful to meet people for the first time, as well as seeing people again.

**1. Executive Committee—**

Nothing to report

**2. Archive Committee—**Marcia J.

Presently, the Committee needs information about how to proceed. This could include surveying the archival systems of other 12 Step recovery organizations or similar non-profits. Our system of storage, digitization, and access will have to be explored. Standards and procedures surrounding acquisition of archival materials will need to be set.

The Committee is in need of a Chairperson. This leader, ideally, would have knowledge and experience with library science and curating archival material. Additionally, the Committee would like the involvement of members who have an interest in discovering and preserving the history of ACA. There will be tasks that can be accomplished both in California and at any distance.

**Goals for 2018-2019**

1. Find a chairperson for the committee
2. Identify committee members
3. Establish a regular meeting time.
4. Find out what has already been done.
5. Investigate methods used by other organizations to curate materials.
6. Establish an initial indexing system.
7. Curate current materials using the indexing system with a documented index available to the Board of Trustees.
8. Create or purchase necessary forms to track the work and meet legal needs.
9. Establish a receiving and indexing system to deal with incoming materials.

**Archival Material from Marty S. in California**

Marty S., primary author of the identity papers. A former board member, has offered us archival material that he has at his home in California. Mary Jo L. plans to visit him and bring material back to Signal Hill.

**3. Treasurer's Report:** Pat H.

The following entries were discussed:

The financial statements have not yet been posted. Pat was reporting directly from the books.

- **Balance Sheet** shows a cash asset decrease of \$39,000  
We purchased a forklift for the warehouse and had expenses connected with the ABC/AWC.
- **MPS Sales Receivables** went down last month. There was an over shipment of materials for a customer.
- **Inventory increased** due to receiving shipments of the Meditation book and traits workbook. The BRB inventory decreased due to running out of books at Amazon US. The overall inventory increased
- **Assets also rose** due to purchasing the forklift for the distribution center.
- **Liabilities rose** because of inventory purchases and accrued purchases from the ABC/AWC.
- **Extra pay period in March.**
- **Sales decreased** for BRB and YWB at Amazon and the warehouse.
- **Cost of goods rose.**
- **Office supplies were purchased** raising the amount spent at the office.
- **7<sup>th</sup> Tradition** decreased by about \$1500.00.

**Finance Committee:** Pat H.

The finance Committee is working on a reconciliation of expenses and revenues from the 2018 ABC/AWC with Gloria and Sue V. Not all the expenses are in, so this will be an ongoing activity until we have everything.

**4. Literature Committee:** Charlie H.

Mardi reports that the **ComLine** is getting ready to put out an ABC edition as soon as a few more submissions arrive. The next regular **ComLine** will go out on July 1, with experience, strength and hope concerning all things 7, 8, and 9. Submissions for this issue are due by May 31 and can be sent to [litstaff@aca.org](mailto:litstaff@aca.org).

The committee submitted a report to the 2018 ABC that enumerates goals for 2018 as well as highlights of 2017.

Two pieces of literature were presented for delegate approval at the 2018 ABC: the

*Emotional Sobriety* trifold and *Ready, Set, Go!* The trifold is targeted towards AA and is phrased in ways that explain our program to them in ways they can connect with their own program. We hope to expand this pamphlet to address the needs of other 12-Step groups. *Ready, Set, Go* is a primer on the 12 Steps of ACA designed for workshops providing quick immersion into our program.

ABC conference approval starts the fellowship approval process. The trifold is available on the [Literature Committee](#) page of the Repository. Please let your members know about this so they can look at the trifold and comment by August 1. Alterations will be made at that time. Comments can be sent to [litstaff@aca.org](mailto:litstaff@aca.org).

*Ready, Set, Go* will be posted on the Literature Committee page of the Repository on July 1 to go through the same process. The delay is the result of some comments made at the ABC about copyright concerns. Again, we will invite any comments before going to publication. The current copy is still on the website. Jim B. will take it down reduce confusion.

Tamara P. reported that the **Literature Development and Evaluation Subcommittee** continues to work on the *Little Big Red Book* (LBRB) and the *Loving Parent* piece. This fall, a piece of literature on *Sponsorship* will be considered and a team assigned to it. A task force developed from a presentation at the AWC which will investigate at all the issues involved in Sponsorship. If you are interested in being part of this task force, contact Charlie H. by Slack or by email. The subcommittee has stepped up the breadth and quality of its process during the past year. It would be great to create a Literature Development Queue visible to the fellowship. Because of the necessity for new literature there is a great need for volunteers. If interested contact [literature@acawso.org](mailto:literature@acawso.org)

- 5. Predatory Behavior:** A group of ABC Delegates held a meeting at the AWC about meeting safety. They would like to focus on predatory behavior at meetings. A committee has formed, with Josh from DC in charge, but does not have a home yet. Right now this might be characterized as more of a working group. It does not have a home committee.

This is a broad fellowship issue that needs response from both the MPS Literature Committees. They also need to decide how they can make use of the information from this group, which is holding strategy discussions as to what the fellowship needs. What literature can we give to people at the meeting level?

- 6. Members and Public Service Committee (MPS):** Carole C.

A short report was given by Carole C. in California Laura L. was asked to arrange for a table to

be set up at a high school event. Those at the table passed out literature and talked with students. It made the group think about the need to encourage younger members of our fellowship and to have them take the message to those of their age group.

An intergroup has asked for a picture to go with the PSA, so the committee is working on coming up with something. Jay has resigned as chair of the H & I subcommittee. Miles C. is the new chair. MPS statistics are on the repository.

**7. European Committee:** Majbrit M.

Most of the work during the past month has been in support of translations. A new Translation Committee will be meeting in June for first time. A Slack Channel is also planned to help people work together for clarity and ask for help. It is hoped that this will be a way to work on translation issues outside the regular monthly European Committee meeting. Charlie H. thanked Majbrit for help with the translation committee. They are creating written guidance for translation committees, and the thought invested is extraordinary. This was a great idea and the discussions have been enlightening. The process has given Charlie a greater understanding of challenges facing translations.

Data gathering is in full swing. The committee is encouraging individual countries to get their histories together as well as providing URLs for their websites to the EU website.

We are still looking to fill service positions on the EC are you interested in serving please send an email [eu-secretary@adultchildren.org](mailto:eu-secretary@adultchildren.org)

The committee will do all they can to support Swedes in their effort to host ABC/AWC. They are off to a good start and have divided up the responsibilities. The Hotel is tentatively booked, the rooms have a great rate, and they have a team of web masters making the content for the ABC/AWC web site [wso.org](http://wso.org). They have questions they would like to have answered to help in their decision-making. They will have their 4<sup>th</sup> working meeting on May 19.

The annual European Conference will be held in London-Knightsbridge on Sept. 26-28.

**8. DCOC:** Mary Jo L.

We are looking for a full-time general manager for the distribution center in Signal Hill, CA. There is a posting on home-page of website and repository. Please check it out.

**9. Audit Committee:** Pat H.

The audit has been completed. We are waiting feedback of auditors and adjustments to QuickBooks at which time we will create a chart of accounts. There was also an audit done by a company by the name of BIC looking at internal processes and procedures. They have been put on hold but now they can come back to advise us on improving processes and procedures.

**10. Service Structure Committee:** Marcia J

Reports were given at the ABC as planned. A discussion among delegates about regional maps was not done because of a lack of time. The committee will be looking at other ways to get feedback in coming meetings.

We are currently interested in finding new members who are interested in joining the committee. Sarah O. has started us on creating information for the Traveler and the ComLine.

Our goals as a committee for the coming year are as follows:

- A. Research and define regions for a recommendation to the ABC and ACA/WSO Board
- B. Come up with a 5-year vision for the implementation of a Regional structure.
- C. Create a plan to start the process.
- D. Further develop the supporting structure/s for Regional Service Committees.
- E. Create a liaison with Europe to address Service Structure needs in Europe

**11. Website/Database Committee:** Jim B.

Jim B. reported that recordings of the ABC are available on <https://www.acawso.org>. Those who would like recordings of AWC sessions can find them for sale on the shopping cart.

The new <http://wp.adultchildren.org/> website is in the final test phase. We have given notice to our previous service provider that we will be ending our contract with them at the end of May. The new website provides a better system of display for the Intergroups and Regions. We are trying to work out glitches in our meeting lists. Please look at the listings to give us feedback. A mailing will be sent out to public contacts for individual meetings to check out their listings and give us feedback. Registered group contacts can send updates to [webservant@adultchildren.org](mailto:webservant@adultchildren.org). It was mentioned that some meetings have a generic email address that does not list the name of a public contact.

A section of the new website displays the daily reading from Strengthening My Recovery.

The page will display seven consecutive days at a time. Jim is looking into ways to send these daily readings as emails to those who would like them.

The monthly technology statistics for April are contained in the report for this committee posted on the Repository. If you have skills in technology, especially WordPress and would like to help, please contact Jim B. at [webservant@adultchildren.org](mailto:webservant@adultchildren.org)

**12. ABC Committee:** Jim R.

The report is on the repository. We successfully produced the 2018 ABC/AWC in Toronto. Improvements were seen in the delegate binder, which was well coordinated and formatted, making it much smaller and easier to use. Reporters were recruited to write articles for the special ABC/AWC edition of the ComLine. Thanks to the host committee chairs Miles and Sue for their tireless efforts. The event was quite a success and everything was so professional, and enjoyable. The bar has been raised. Miles C. reported that all information is being collated and processed. The committee learned a lot, and it would be good to institutionalize that knowledge.

**Erin—Delegate Training.** Our report was about teleconferences in March and April. Nineteen delegates attended in April. There was less participation in March. Next year the trainings will be done in April. We concentrated on training delegates to participate at the ABC using Roberts Rules of Order. The surveys from the ABC did not get distributed at the event as we would have preferred. They will be sent to delegates, and we are hoping to get more feedback for next year. More members are needed on this committee.

**It was announced in January that the 2019 ABC would be held in Malmo, Sweden.** The AWC was originally slated to be held in the USA, but delegates raised a question about keeping the ABC/AWC together both abroad and in the USA. Delegates generated a motion from the floor to put the AWC in Sweden with the ABC. This was a huge move for the delegates—they are coming of age.

We have been in communication with Sweden they are off to a running start. Thanks to David and Mary Jo for their direction in the past year. It is assumed that Majbrit will be one of the board liaisons for the 2019 Conference.

The committee to work on the location for the 2020 ABC is being formed. The host needs to have a well-rounded committee to get this event off the ground!

**13. OPKM Committee:** Mary Jo L

No current report. Spent time before ABC getting the document as reliable as possible for the ABC. Work will begin again to make sure the document stays up-to-date.

**14. Nominating Committee:** Greg R.

Greg R. expressed gratitude to all those who helped the committee bring new Trustees to the board. Mentioned were the trust level of the board and fellowship towards the committee as well as the excellent tech support. The committee has started interviews for additional members. They are going a bit more slowly to give themselves breathing space. They will be evaluating the process as they go.

In the future, the committee would like to add interviews with out-going board members to get feedback. Some questions for the future include the following:

1. How can the process be sustained?
2. How can the process be scheduled to avoid the last-moment "crunch?"
3. How should files be archived and protected to keep them confidential?

**H. New Business:** None

**I. 2018 ABC Motions and Status**

1. We propose that WSO look into adding intergroup and meeting group web links into the WSO website directory listings on [www.adultchildren.org](http://www.adultchildren.org). -this motion passed and is with Website/DB Committee.
2. We propose that the WSO utilize online conferencing and voting technologies to provide remote access to the Annual Business Conference, for those not chairing in the WSO. This is so that phone and cyber meeting groups, geographically distant members, those with limited time availability or childcare obligations, or other restrictions, may attend as delegates or otherwise vote on matters of concern to ACA as a whole. This motion also passed and goes to the above committee.
3. We propose that both the ABC and AWC be held in Sweden next year if the Swedish agree to the extra work of the AWC.
4. More diverse pool of applicants, globally

5. **Motion that the term dysfunctional families in ACA OPPM and ACA Literature be incorporated more** in Website, literature, books, etc. This was postponed because it needed more time. This is better done through the literature committee. There is a lot of support for the spirit of the motion, but anything requiring a change throughout the literature is difficult.

**L. Guest Comments:**

1. **Josh W.** had a couple of comments. First, we ran out of time. Certain things took longer than anticipated. A long time was taken up by reading committee reports. If electronic versions could be sent ahead of time, delegates could ask questions based on pre-reading, thus saving time. Secondly, the finance report consists mainly of reading from tables. This loses people. Can we make a visual presentation to go with it? Maybe using only highlights? Suggestion: *Tableaux*—good job of data on the fly. Josh has experience with this application.
2. **Jim R.** agrees about the financial reports. Perhaps some sort of tables presenting percentages or showing the projector of certain accounts would be better.
3. **David McB** from the finance committee let those present know that the committee is working to get something simpler and easier to report. Moving in that direction.
4. **Denise** mentioned that not everybody reads everything – lots of comments came from the reports being given. Having it read to me helped me to process it. This IS the business of the ABC.

**M. Motion to close the meeting:** David McB

**Second:** Pat H.

**Decision:** Motion passes unanimously.

Meeting closed at 2:44 PM with ACA Serenity Prayer.

**Announcements:** The next ACA WSO Board Teleconference is scheduled for June 12, 2018 at 2:00 p.m. Eastern time

**Mary Jo L. invited those who wanted to hear a report from the group investigating Predatory Behavior. Josh W gave the report.**

The group formed after Mary Jo L.'s AWC presentation on meeting safety. About 20 people stayed to continue the conversation after the presentation. There was a discussion and sharing about how predatory behavior is being experienced in meetings currently, and what is being done. Both meeting safety and predatory behavior deserve their own look. The Washington DC Intergroup had already been in formation with a focus on predatory behavior, so for now, this is going to be

the focus.

A private Slack channel has been set up for this group. They have had their first meeting after Toronto, and are trying to decide on a regular meeting time. Saturday or Sunday afternoons are being considered. Charlie H. and Pat H. expressed a preference for Saturday afternoon.

The group has identified different types of predatory behavior and brainstormed several ways to address the problem:

1. The creation of literature on the topic.
  - a. Pamphlets
  - b. Trifolds
  - c. Revision of the BRB to include more information
  - d. Boilerplate publications that can be used by Intergroups and meetings and on which they can include their own information. This could include an area list of meetings as well as a list of behaviors that are considered predatory or unsafe so that newcomers can be advised of possible dangerous behavior.
2. Workshops or other educational frameworks to give to groups to help them to develop their own educational materials.

Thanks to this group for getting this topic rolling. Anyone interested in participating can contact Josh W. on the Slack channel.