The Report for July, 2018

Submitted by Jim R., the ABC Committee Chair, August 11, 2018

|  |
| --- |
| HIGHLIGHTS FOR JULY: * The 2019 ABC/AWC (Sweden) – Questions about attendance and websites.
* Review of the 2018 ABC/AWC – Stalled. The first step will be the development of a detailed handbook for the ABC Chair and Committee.
* The 2020 Host Search – An assessment tool is being developed.
* Board member Pat H. has joined the ABC Committee.

LOOKING AHEADWe intend to continue developing the ABC Guide Book. We will offer assistance to the 2019 Host Committee. We will fashion the second part of 2020 Host search, in advance of the submissions.RECOMMENDATIONS:  |

**The 2019 ABC/AWC**

Attendance

The question of attendance is being addressed. In order to properly plan for the event, an informed estimate of the number of attendees has to be determined. To illustrate the challenge, on the recent European Committee teleconference, a member from the Netherlands stated that there may be a contingent of 10 members attending the ABC in Sweden. That group alone would equal 15% of the attendees that participated in Toronto. It is quite possible that the number of delegates and attendees at the ABC could be much higher than at recent ABCs.

One way to estimate the numbers would be to conduct a survey. If a worldwide mailing reminding the membership for the Ballot Proposal process, a participation survey could be added to the message.

Another way to estimate attendance would be to get the registration process up and running. Of course, it doesn’t have to be one or the other… we can do both.

Websites

The site, acaworldconvention.org needs to be updated. The information about the Toronto ABC needs to be archived and/or removed. A message about the Swedish ABC, with dates, links and contact information could be placed on the homepage. Enquiries have been made about access to the site.

Access to abc.adultchildren.org has been requested. This would be the perfect location for general and permanent information about the ABC, the Delegate Training programs and the Ballot process. Other questions are moving the development of websites and procedures *(See Questions below)*

**The 2018 ABC/AWC**

A Review of the Procedures Surrounding the ABC

This review is happening in tandem with the rewriting of the ABC section of the OPPM. The OPPM Committee has expressed interest in assisting. The plan, at present is for the OPPM Committee to continue with other tasks while the ABC Committee drafts a first round of an ABC Guidebook. The Guidebook, which will be a resource for the ABC and Host Committees, will then be edited with the OPPM Committee and will inform the development of their work on the ABC section in the OPPM. *(See the Guidebook contents below)*

Discussions have begun with the former Conference Chair, in order to identify and clarify the duties, the needs and the authority of the position.

**The 2020 ABC/AWC**

Finding a Host

The Applications have been announced and sent. While we await the submissions, we are reviewing our previous assessment methods and tools. A new member on the ABC Committee, Trustee Pat H. has been asked to devise a method for comparing the applicants, based on the application we provided. The applications are expected to arrive in September.

**The Delegate Training Subcommittee**

The DTSC is in the process of reviewing the printed material that was used in previous ABCs. The dates are being updated and links confirmed. The procedures that were advocated are in review. One clear objective is to have in place a Welcome Packet that will be sent to Delegates as they register for the ABC. This package will include Frequently Asked Questions, a countdown calendar leading up to the ABC, links to information on the web and a simple survey.

A standardized email response is being crafted, to be used by both the ABC and DTSC for enquiries about the ABC or becoming a delegate.

**Looking Ahead**

We intend to continue developing the ABC Guide Book.

We will offer assistance to the 2019 Host Committee.

We will fashion the second part of 2020 Host search, in advance of the submissions.

For comments and questions, please write to Jim R., at abc@adultchildren.org.

**Questions surrounding the websites and data:**

1. Who is in charge of the website, acaworldconvention.org? What do you think the site should display presently, before the Swedish ABC is featured?
2. Where will Delegates register, and when?
3. Will the Delegate Training Subcommittee have regularly updated listings of registered delegates with contact info?
4. Can the ABC registration be combined with a simple survey?
5. Can a world map indicating the home towns of delegates be generated? (Sort of like the meeting map on adultchildren.org)
6. If we are offering an opportunity for distance voting, will 'distant delegates' need to register? If so, where and by when?

**From *The ABC Guide Book:***

Contents

[A Brief History with Purpose 3](#_Toc521393132)

[A Time and Place 3](#_Toc521393133)

[The ABC Committee Chairperson 4](#_Toc521393134)

[Reporting to the Board 4](#_Toc521393135)

[Duties of the ABC Committee Chair 5](#_Toc521393136)

[The ABC Committee Calendar 7](#_Toc521393137)

[ABC Committee Notifications 7](#_Toc521393138)

[The Delegate Binder 8](#_Toc521393139)

[The ABC Proposals and Ballots 9](#_Toc521393140)

[The Delegate Training Program 9](#_Toc521393141)

[The Annual Business Conference 10](#_Toc521393142)

[The Conference Chair 10](#_Toc521393143)

[The Host Committee 10](#_Toc521393144)

[The ACA World Convention 11](#_Toc521393145)