**MONTHLY TELECONFERENCE AGENDA**

**February 9, 2019**

**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.

1. **Call to Order:** Mary Jo L. began the meeting with the traditional serenity prayer

1. **Roll Call of Board Members**

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

**Absent:** Majbrit M.

1. **Quorum established**
2. **Guest Introductions**

|  |  |  |  |
| --- | --- | --- | --- |
| * Bonnie K-M TX081/IG600 Ballot Com, IG Chair, Lit, SVC
 | * Erin PA076 Chair DTSC, Predatory Behavior Com
 | * Judith Ft. Lauderdale
 | * Mardi M. MT026 ComLine Editor
 |
| * Channen S. CO INT Sponsor. Cmte.
 | * Fredrik, Sweden 2019 AWC Host Comm. Chair
 | * Karin S. Chicago APB Working Group
 | * Matt K. WI West Great Lakes IG, SVC, MPS Region Chair
 |
| * Christopher J. Long Island, NY
 | * Greg R. TX Lonestar IG Chair Nom Com, Lit. Cmte.
 | * Kristian Brooklyn, NY Greater New York Intergroup Liaison, Intergroup Cmte.
 | * Nick ACA Operations Manager
 |
| * Kristian Sponsorship NY
 | * Jim R. Brooklyn, NY109/ABC Chair, OPPM
 | * Laura L. CA IG620, NOM COM, Archives, OPPM
 | * Rich R. Albuquerque, NM APB Cmte., Sponsor. Cmte.
 |
| * Don MA
 | * Jody O. TX Nom Com

DTSC, Intergroup |  |  |

1. **Tradition Two:** For our group purpose there is but one ultimate authority – a loving God as expressed in our group conscience. Our leaders are but trusted servants, they do not govern.
2. **Minutes:** Motion to approve the January 12, 2019 Teleconference Minutes (Marcia)

**Second:** Pat H.

**Discussion:** Corrections noted by Laura L. and Bill D. were made.

**Decision: Motion passes unanimously**

1. **Treasurer’s Report (Bill D.)**

The report for December can be found in the Repository at <https://acawso.org/2019/02/10/treasurers-report-december-2018/>

**Questions and Responses from the Board of Trustees**

* **Is this a one-time high in contributions because of a year-end appeal?** Year-end donations are usually larger for organizations. Our average is about $8,000-9,000 per month. The letter in the Traveler asking support from the fellowship did help. Is this an anomaly? January’s report looks to be at about $13,000, so there is some hope that it could be sustainable.
1. **Committee Reports:** *All reports can be found on the business website:* [*http://acawso.org*](http://acawso.org)
	1. **Executive Committee:** Marcia J.

The committee approved the two expenditures noted in the Committee Report, which is located on the Repository at <https://acawso.org/2019/02/08/executive-committee-activity-from-january-12-through-february-9-2019/>

* 1. **Archive Committee:** Mary Jo L.

The committee report can be found on the Repository at <https://acawso.org/2019/02/08/archive-committee-report-9-february-2019/>

There is not a chair for this committee, but some of us are doing what we can to keep thing moving.

1. **Finance** **Committee:** Bill D.

The report of the Finance Committee can be found on the Repository at <https://acawso.org/2019/02/10/finance-committee-report-january-2019/>

We added Pat H. as the incoming Treasurer to the committee. We are excited to welcome Pat for the next two year term as Treasurer. She will take us to a new level of professionalism in our accounting.

1. **New Officers:** Mary Jo L.

Mary Jo L. announced the new officers who will assume their responsibilities at the end of the ABC in Sweden.

* Charlie H., Board Chair
* David McB., Board Vice Chair
* Pat H., Board Treasurer
* Miles C., Board Secretary
1. **Literature Committee:** Charlie H.

The report of the Literature Committee can be found on the Repository at <https://acawso.org/2019/02/09/literature-committee-report-for-february-2019/>

1. **Member Services Committee:** Carole C.

The MPS committee has split into Member Services and Public Information. We are hoping to split it into three committees. A conversation was held with chairs of the Member Services Subcommittees about the reorganization of this committee.

The committee also made decisions about the Report for the 2019 ABC.

The Virtual Meeting liaison situation is going to be ending because they are planning to form an Intergroup.

We don’t have a chair for the Young Adults sub-committee, although we have a volunteer who is being considered. But we do have volunteers working on this. Laura L. is fielding the emails.

We currently have 5700 subscribers to ***The Traveler***.

1. **Public Services Committee:** David McB.

Miles and David spent three days at AA World Services making connections with them concerning their conventions and literature. They are very willing to share their experiences in all areas.

H & I continues to send out information. Miles is working on that. We are making ourselves available for any events that come our way. Our reception with outside groups has been getting warmer as time goes on.

1. **European Committee:** Majbrit M. was not able to be present today, and a report has not yet been posted.

Previous reports are available at https://acawso.org/category/european-connection/

1. **WSO Office:** Nick C.

He expressed his appreciation for the support while he was ill. He is now back to work full time. There is increased storage capacity in the warehouse. We can now store 70 pallets.

Things are running well. There has been an increase in shipping as well as the distribution rate, which shows no sign of slowing down. We are able to take care of business with the current staff.

We are working to preserve documents for our archives. We now have a machine that converts cassette tapes to digital format.

The meeting statistics show 2184 active Meetings listed, 106 Intergroups, and 1 Region. We have grown by 140 meeting and 21 Intergroups from this time last year.

1. **DCOC:** Bill D.

No Report.

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

The report of the Service Structure Committee can be found on the Repository at <https://acawso.org/2019/02/09/ssc-report-9-february-2019/>

Our next endeavor will probably include a Handbook. Anyone interested can contact Marcia at secretary@adultchildren.org for the next two months, or on Slack.

# Website/Database Committee: Jim B.

The report from this committee can be found on the Repository at <https://acawso.org/2019/02/10/january-2019-website-and-db-committee-activity/>

The committee meets weekly on Wednesday at 1 PM EST. If you are interested, contact Jim B. at webservant@adultchildren.org

The next TC will be held using Zoom. Information will be coming out on that.

1. **ABC Committee:** Jim R.

The ABC Committee Report can be found on the Repository at <https://acawso.org/2019/02/09/abc-report-19-2-for-jan/> It contains information about delegate training and ballots.

He has reminded committees that their reports need to be submitted for the Delegate binder. He hopes to change the section called ***New Literature*** to ***New Literature and Special Reports.***

He and Greg R., who will be the ABC Conference Chair, have been discussing ABC procedures.

Southern Florida has been approved to host the ABC/AWC in 2020. Long Island, NY has been approached about hosting 2021. (See the official motion that was passed later in these minutes.)

**Fredrik, Swedish host committee,** reports thatthe website is updated with activities, lunch, meals, and coffee. A donation link is there. There are currently 18 workshops and 16 speakers from Friday through Sunday. There are about 220 registrants, and it is going up all the time. There will be a meeting with the Hotel next week to make room arrangements. Things are working very well.

Marcia, one of the Board Liaisons for the ABC/AWC, congratulated Fredrik and his team.

1. **Ballot Prep Committee:** Mary Jo L.

The committee has been working on their section of the OPPM. The deadline for ballots is the end of March, and results will be posted by mid-April.

1. **OPPM Committee:** Mary Jo L.

The Committee Report can be found on the Repository at <https://acawso.org/2019/02/10/oppm-report-for-january-2019/>

1. **Nominating Committee:** Greg R.

The report for this Committee can be found on the Repository at <https://acawso.org/2019/02/06/nominating-committee-report-january-2019/>

1. **Predatory Behavior Work Group/Committee**: Karin S.

The Committee Report can be found on the Repository at <https://acawso.org/2019/02/14/addressing-predatory-behavior-feb-2019-report/>

There are more questions being raised about the Addressing Predatory Behavior and the Meeting Safety working groups and the overlaps between the groups.

**Mary Jo L.** mentioned that there is no active group for Meeting Safety right now. There is a Meeting Safety Channel on Slack.

**Charlie H.** mentioned that even in the local Intergroups there is overlap, so it would be good to give these areas further definition.

1. **Specific Concurrences to be read into the record**
2. **Motion:** That the 2020 ABC and AWC be awarded to the Southeast Florida Intergroup IG650.(ABC Committee)

**Background:** This Intergroup has presented an Application that gives the Board full confidence that they will be able to host next year's event in a very professional manner. Many people who will be part of this Host Committee were part of the 2016 Host Committee that was held in Delray Beach, FL, which will be extremely helpful for them.

**Discussion:** None

**Vote:** **Motion passed unanimously.**

1. **Motions passed at the board working meeting on January 24, 2019**
	1. **Motion:** To make further changes to Section VI. ACA WSO Fiscal Policies, Subsection C. Expenditure Approvals, of the OPPM. (OPPM Committee)

**Background:** Changes to items 4 and 5 in this subsection and add new item 6 that further define levels of expenditure approvals.

**Second:** Carole C.

**Discussion:** None

**Vote: Motion passes unanimously.**

1. **Motion:** Approve a contract to hire Alexia Passias to design the layout and create a print ready PDF for Russian language Yellow Workbook (for hard copies in A4 format), at a cost of 616.50 Euros, or about $699. (Literature Committee)

**Background:** The Moscow Intergroup has completed its translation of the Yellow Workbook. Alexia will supervise a Lithuanian designer, who will use a WSO Yellow Workbook design template to lay out the book at a reduced hourly rate.

**Second:** Bill D.

**Discussion:** Jeffrey F. is working on a proposal for printing.

**Vote: Motion passes unanimously.**

1. **Motion:** Approve a contract to hire Alexia Passias to design the layout and create a print ready PDF for Swedish language Yellow Workbook (for hard copies in A4 format), at a cost of 1,026 Euros, or about $1,165 (Literature Committee)

**Background:** The Swedish fellowship intends to submit its translation of the Yellow Workbook in early February, with a goal of printing and delivering a substantial order in time for the ABC/AWC in Malmo, Sweden. Because of the time constraints, and the importance of completing the order in time for the AWC, Alexia will personally lay out the Swedish YWB.

**Second:** Marcia

**Discussion:** There is a timing constraint on this hoping to have it ready for the ABC/AWC.

**Vote: Motion passes unanimously.**

1. **Motion:** To approve accounting work at an estimated cost of $1,200 for Patricia Wilshire to perform tasks the audit reviewers have asked WSO to provide. (Finance Committee)

**Background:** The auditors require approximately 20 accounting reconciliations, ledgers, and schedules from WSO in order to perform the 2018 review. The Fin Comm, including the incoming treasurer, unanimously recommends our accounting vendor, Wilshire Financial Services, being engaged to provide this detailed information.

**Second:** Miles C.

**Discussion: None**

**Vote: Motion passes unanimously.**

1. **Motion**: To send out the Accounting and bookkeeping services RFP created by the Finance Committee.

(Pat H.)

**Background:** The RFP document is attached to these minutes. Care was taken to give WSO many choices in decisions regarding the outcome of this RFP.

**Discussion:** The Finance Committee as well as a number of Trustees think this should proceed before the new Treasurer takes office. It was decided that Pat H., as incoming Treasurer, will work with the Finance Committee on this item.

**Second:** Majbrit

**Vote:** **Motion passes unanimously.**

1. **New Business:**
2. **Motion:** Approve travel funds for two members of the Public Services Committee. Miles C and David McB will travel to NYC to work with AA GSO to secure a presence for ACA at the 2020 AA international Convention in Detroit. They will also meet with AA publishing officers for input on our publishing efforts. (David McB)

**Background:** This trip is covered by unused budget from 2018. There will be between 50,000 and 60,000 AA members at the convention in Detroit, which will give our organization good publicity.

**Second:** Pat H.

**Discussion:** this trip should be approved as part of the Committee's 2019 budget. OPPM Section VI, sub-section F (Committee Budgets and Reimbursements) says "Unused funds are not carried over to the next fiscal year." Since that budget has not yet been approved and this is an important project, advance funds from the budget could be used. The rest of the yearly budget will reflect the use of this money.

**Amended Motion:** Approve travel funds from the 2019 budget of the Public Services Committee for two members of the PSC. Miles C. and David McB. to travel to NYC to work with AA GSO to secure a presence for ACA at the 2020 AA international Convention in Detroit. They will also meet with AA publishing officers for input on our publishing efforts. All monies used will be considered part of the approved budget for 2019. (Pat H.)

**Second:** Mary Jo L.

**Discussion:** Do we have a dollar amount attached for this? Can this be deferred until we have this information?

**Vote: deferred waiting for more information**

1. **2018 ABC Motions and Status** (Note: Motions will be posted until three months after they have been implemented. Failed motions will drop from this list three months after the ABC.)

**Ballot Motions:**

1. That WSO utilize online conferencing and voting technologies to provide remote access to the Annual Business Conference, for those not sharing 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. **Motion passed.** Status: See Website Committee Report

**Literature Motions:**

1. That the delegates declare “*Ready! Set! Go!”* to be conference-approved literature, beginning a 4 to 6 month process of fellowship review and resulting revisions. **Motion passed.** Status: Fellowship review of this document is delayed. Please see the Literature Committee report for an update.
2. **Guest Comments:**
	1. **Greg R. Austin, TX:** Greg used the Trifold for AA when speaking at an anniversary conference. This was our second year. We only had a presence our first year, and this year we were able to take part. The trifold is excellent. Conducted a workshop “Let’s Talk about This,” as well as telling his story. The talk was recorded and will be posted on the Lonestar ACA website with handouts.
	2. **Don from MA:** Where are discrepancies in the meditation book sent? litstaff@acawso.org

**Christopher, Long Island:** How are the ballot proposals submitted? Go the Repository under ABC Proposals & Ballot Prep to get all information. If your group is not getting mailings, update your meeting information on the website. If that doesn’t work, send an email to meetings@acawso.com.  **Jim B.** reports there are multiple places to find information about ballots. **Delegate Training** has good information and the links needed. If you continue to have trouble, send an email to webservant@adultchildren.org Daily meditations are on the website as well, so send another email to webservant@adultchildren.org to report as well. **Charlie H.** reports that there are buttons on the home page for adulchildren.org that also take those interested to information about the ballots.

1. **Barbara CA648:** Has two groups in Spanish. They’d like to know when the Daily Meditation Book in Spanish would be published. Per Charlie it should be done shortly. Please send your contact information to Litchair@acawso.org for follow-up.
2. **Josh W. DC:** Third call for exploring the proto region NE exploratory group. Officers have been elected for this first year: Justine chair, Josh secretary, Sarah O. newcomer-greeter.
3. **Motion to close the meeting:** Carole C.

**Second:** Bill D.

**Decision:** Motion passes unanimously.

1. **ANNOUNCEMENTS**
* **Next Meeting:** Saturday March 9, 2019 at 2 PM EST

Meeting ended with the ACA Serenity Prayer