

2018 COMMITTEE REPORTS



Adult Children of Alcoholic and
Dysfunctional Families

The Annual Business Conference Committee Report

Founded in 1987, the ongoing work of the ABC Committee confers a perpetual standing status.

Presently, the Committee Chair is Jim R. – NY. The Board Liaison is David McB. – FL. The ABC Committee has benefited greatly from the efforts of members of the ABC, Host, Delegate Training and Ballot Prep Committees: Bonnie K-M. – TX, Brody F. – CA, Erin D. – PA, Laura L. – CA, Mary Jo – IL, Miles C. – Toronto CN, Sue V. – Toronto CN.

Statement of Purpose

The ABC Committee exists to facilitate the work of planning and coordinating each year's ABC/AWC, and to inform the fellowship of developments. In addition, the ABC Committee works with the Ballot Prep Committee to ensure the Group Conscience Surveys and subsequent Ballots are distributed and tallied according to the OPPM. We work with the Delegate Training Subcommittee, to offer guidance to the ABC Delegates, as needed.

Committee Activities since the Previous ABC

The 2017 Annual Business Conference was successfully produced at the Handlery Hotel in San Diego, California, on April 20th and 21st. Jim R., of Brooklyn, NY was selected to be the Chairperson of the ABC Committee for 2017

Began phone meetings with Sue V. and Miles C. (the Co-chairs of the Toronto Host Committee). The focus was on lodging/venue. Options were discussed.

Began to develop an ABC Committee Annual Timeline. Surveyed the previous ABC Committee to see with which facets of the committee work, each member was interested in participating.

Recommended to the Board, the Holiday Inn – Yorkdale as the site of the 2018 ACA Annual Business Conference and World Convention. The Board endorsed this selection.

Developed a Ballot Prep Committee timeline for the year ahead. Created a Ballot Proposal layout for next year's binders, suggesting an abbreviated proposal listing and a space for delegates to make notes.

Began creating an Application to Host, for the 2019 ABC. Referred to materials used last year and created an initial outline of the Application form, to be developed. Participated with the Ballot Prep Committee to develop the concepts and contents of the Call for Proposals. Wrote to ComLine asking for an announcement of the Group Conscience Proposal process; also asked for an announcement of the search for Host for the 2019 ABC.

Reached out to the Service Structure and Delegate Training Committees for critique and ideas for improving the 2018 Conference, primarily with agenda and binders.

Enjoyed face to face meeting with Brody F., the DTSC Chair, in Brooklyn, NY, and a general discussion of Delegate Training.

Offered an 'Application to Host for the 2019 ABC', for review by the Board.

In July, we had our initial monthly phone meeting with the 2018 Host Committee. We assisted the Ballot Prep Committee, creating forms and supportive material. For the Toronto AWC, we created an application form for persons interested in offering a program or workshop. By August, the logo was approved, with the colors being tweaked. Menus, with prices, were determined.

2019 Host application process was underway, with the creation of an online form, which was offered to the EU Committee and the ACA webmaster, posted on Slack and sent directly, when requested. I addressed the EU Committee teleconference, offering information and answering questions about the 2019 ABC Host search.

Reviewed Ballot Proposals, in particular those that pertain to the process of the ABC – to clarify rules and procedures. Coordination with Delegate Training will be very important

The email address, aca.abcchair@gmail.com was established, primarily as a repository for documents and forms; to be passed from Chair to Chair. Began to look at documenting and refining the ABC Committee roles and responsibilities, as outlined in the OPPM, with the possibility of creating a handbook for future Chairpersons to utilize.

By October, the 2018 Ballot Proposals and Instructions were being translated for a December 2nd release, and the 2018 Delegate Training program was in review and development.

As part of the OPPM Revision, a stand-alone document, the ABC Guidebook, was to be created – noting the duties of the committee and offering suggested timelines and methods for producing the ABC/AWC.

The ABC/AWC website platform was changed from Squarespace to WordPress. The Toronto Host Committee had promising statistics on registrations, reservations and website activity.

The repeated request for a date for the 2019 AWC went unanswered, which is an answer in itself.

In November, an application to host the 2019 ABC had been received from the Intergroup of Sweden.

The Toronto Host Committee has statistics on registrations, reservations and website activity.

November Statistics:

Hotel Rooms: 38 people booked, for 177 room/nights. (Includes WSO Board)

Meals:	90 Meals
Registrations:	ABC – 23, AWC – 97 (includes Board).
7 Countries:	USA, Canada, Sweden, Denmark, Germany, Australia, Prague, Czech Republic
12 USA States:	Alaska, California, Colorado, Connecticut, Florida, Indiana, Massachusetts, Maryland, New York, Pennsylvania, Texas, Wisconsin
4 Canadian Provinces:	New Brunswick, Ontario, PEI, Quebec
Program Applicants:	26
# of Workshops:	30, (1 applicants sent 5 proposals; 22 workshops planned, 3 -4 keynote speakers
Unique Web Visitors:	812 /Last 30 days; 1128/Last 3 months.

In December, the estimated 2018 ABC Committee budget was delivered to the WSO Treasurer.

In January, committee chairs were asked to submit annual reports for inclusion in the Delegate Binder. Supportive forms and outlines were offered. Also requested were samples of any new literature, for inclusion in the binder.

We viewed the venue, by means of videos recorded during a walk-through of the meeting rooms and facility. The estimates for the volunteer force for the Toronto event includes 35 persons involved with planning, and 75-100 persons who will be on hand at the ABC/AWC. We began discussion about conference table/chair arrangements. Considered a raised platform for the Conference Chair/ Recording Secretary(s) / Parliamentarian, at the front of the room. We are looking at stationary mics and/or floating mics for commenting and debate, and the various needs and parameters for recording the ABC

The convention website, acaworldconvention.org, is being enhanced with information for delegates and attendees. We began developing content and folded in material from the Delegate Training Program. We suggested that the Board formalize the rules and guidelines for Convention workshop and program content, as well as for the presenters and facilitators. WSO documents and forms could be developed concerning copyright and use; handouts; and published works.

The outline of ABC Committee roles and responsibilities, which was being developed into the ABC Guidebook, was handed off to Pat H., for development and incorporation into an upcoming WSO procedural manual.

In January, the Swedish fellowship voted to support hosting the 2019 ABC, getting fully behind their application. We recommended that Sweden be gratefully accepted by the Board, as Host, and, at the February Board teleconference, a motion carried to convene the 2019 ABC in Malmö, Sweden.

Tasks Ahead, for 2018

- Take the necessary step for recommending a host for the 2020 ABC/AWC.
- Assist the Swedish Host committee in the planning and production of the 2019 ABC.
- Organize the annual calendar; the letters, forms and other documents used by the Committee.
- Organize the ABC Committee presence on the WSO websites.
- Mentor a Vice Chair, in preparation for handing off the Committee Chairmanship.

· ABC Committee reports and information can be found in the repository at: acawso.org
Much of the communication and sharing of documents between committee members occurs on the Slack platform. All are welcome to either participate or observe. Please write to us for an invitation to Slack, with questions or suggestions, or to get involved, at abc@adultchildren.org

The Delegate Training Subcommittee Report

Inception date 4/22/2017

Chair: Brody F.; Vice Chair: Erin D.

Committee Members

Laura L. Mary-Jo L. Jim R. Miles C. Sue V.

Purpose of Delegate Training Subcommittee (DTSC)

“to serve as a resource to help educate Delegates and Alternate Delegates of groups and Intergroups to the Annual Business Conference by providing information on what is read prior to attending the conference, as well as helping delegates be more informed in helping their members/groups practice the traditions and concepts and holding group consciences.”

The goals of the DTSC

To build off of last year’s program continuing to provide information to delegates

Update the Delegate Education page

Survey Results

Workshops

Two Teleconferences to be held on 3/11 and 4/1

Tutorial just before ABC

Meetings

Meetings of the subcommittee were held on October 11, December 6, January 17, 2017 and February 14, 2018. We expect to have two more before the ABC in April.

What We Did:

We updated 2017 delegate survey. It was emailed to all the 2017 ACA delegates.

21 responded out of approximately 96 delegates. We’d like to get surveys in the hands of the delegates before the end of the ABC to hopefully get more feedback

Out of the 21, 7 volunteered to be a Delegate Buddy.

Developing a training modality for teleconference training with delegates prior to ABC and one to be held at the ABC in Toronto.

Buddy mentor is continuing to be developed by the DTSC. We will be matching delegates for 2018 with experienced delegates in the upcoming month.

Webpage will be updated soon to provide delegates with easy access to information that will be helpful to them in their service positions.

Templates of forms are being prepared for delegates to report back to their groups.

Goals for the upcoming year:

Develop a timeline for future chairpersons to organize toward ABC responsibilities.

Update any changes and update records regarding delegates

Further develop the FAQ’s page from questions presented at the 2018 March/April and ABC training sessions.

The Ballot Prep Subcommittee Report

Section XX of the OPPM lays out the authority and responsibilities of the Ballot Preparation Committee.

Committee Members:

Mary Jo L., Co-Chair, Illinois
Bonnie K-M, Co-Chair, Texas
Jim R., New York

The BPC began our work this year by troubleshooting the process, looking at process issues not yet addressed, and brainstorming possible solutions. Next we drafted a Call for Proposals to be sent to the fellowship. As the responses came in we set about verifying, clarifying, and evaluating the submissions. We submitted each proposal to the relevant committees for input.

Where an issue was already being addressed by a committee we contacted the submitting group to update them on this progress. None of them chose to amend or withdraw their proposals.

Collaborating with appropriate committees and the Board, the WSO evaluation was written for each proposal.

After creating a format and instructions, information and links to the ballots were distributed to all groups through their listed contact. This information was also published on the WSO website.

After the deadline for voting the results were tabulated and then submitted to the Board and the ABC committee for inclusion here.

Those proposals that received at least 2/3 majority affirmative votes are on the agenda for this ABC.

This year two of the 12 proposals qualified.

If either or both become a motion that is subsequently passed by a majority of delegates, the matter will be referred to the Board and the appropriate Committee for action.

Recommendations to the Fellowship:

The ABC Proposal process is especially appropriate for matters that truly benefit from fellowship-wide consensus and potential discussion, which helps make the ABC more relevant and effective. However, the OPPM lists a number of other ways for issues to be brought up that allow for faster consideration. One of those is through a WSO committee.

With a resurgence of willing workers giving service on WSO committees, a much more immediate, vital and responsive committee network is developing. For urgent matters, we encourage groups to bring their ideas directly to the appropriate committee. This would promote collaboration, and hasten consideration, with attendant actions. A chart of committees and their contacts may be found on our website. Each committee may be heard monthly, at the Board Teleconference, open to all.

We close with a thank you to everyone who has participated throughout this past year in the proposal and Ballot process.