



MONTHLY TELECONFERENCE AGENDA December 14, 2019 2PM Eastern

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.

Zoom Webinar ID: 228-809-511

Webinar:	Dial US	Dial International
https://zoom.us/j/228809511	US: +1-669-90-06833 (San Jose) PIN: 228809511# US: 1-929-205-6099 (New York) PIN: 228809511#	Zoom International Dial-in Numbers <ul style="list-style-type: none"> • DEN: +45 89 88 37 88 • SWE: +46 8 4468 2488 +46 8 4468 6646 • Full list of international Numbers https://zoom.us/j/adSv3hv19d

- A. Call to Order**
- B. Roll Call of Board Members**
- C. Quorum established**
- D. Guest Introductions**
- E. Tradition Twelve:** Anonymity is the spiritual foundation of all our Traditions, ever reminding us to place principles before personalities.
- F. Minutes:**
 - a. Motion to approve November 10, 2019 Teleconference Minutes (Jim B)
Second:

Discussion:
Decision:
- G. Chair Report**
- H. Treasurer's Report**
- I. Committee Reports:** *All reports can be found on the business website: <http://acawso.org>*

1. **Executive Committee:** David McB.
2. **Archive Committee:** Marcia J.
3. **Finance Committee:** Bill D
4. **Literature Committee:** Charlie H.
5. **Member Services Committee:** Carole C.
6. **Public Services Committee:** David McB
7. **Hospitals and Institutions:** Miles C
8. **European Committee:** Majbrit M.
9. **WSO Office:** Nick C.
10. **DCOC:** Bill D.
11. **Service Network Committee:** Jim B.
12. **Website/Database Committee:** Jim B.
13. **ABC AWC Committee:** Miles C.
14. **Ballot Prep Committee:** Mary Jo/Jim B
15. **OPPM Committee:** Mary Jo L. / Josh
16. **Nominating Committee:** Greg R.
17. **Predatory Behavior Work Group:** Karin S.

J. New Business

- a. **Motion:** The Ballot Prep Committee has been forth Jim B as Board Liaison to the committee and the Board recognizes him in this role.
Background: Jim B has recently joined the BPC and the committee has accepted him as the Board Liaison to the committee

K. Motions passed at the board working meeting on November 21, 2019

1. **Motion:** (Jim) Change the Website/Database committee name to Information Technology Committee
Second: Bill
Decision: Motion passes unanimously.

2. **Motion:** (Jim) Ratify Sharon F as the Chair of the Information Technology Committee starting January 1st, 2020
Second: Carole
Discussion: Do we think we need to have a format vote to recognize committee chairs – YES.
Decision: Motion passes unanimously.

3. **Motion:** (Bill) To approve 2020 ABC AWC budget
Second: Miles
 - a. Bill presented a comparison of previous ABC budgets and presented a 2020 Budget or expected income and expenses. Expected 2020 Revenue of \$54,700, Expenses of 52,894 – with a projected profit of \$1,806
 - b. DJ is not included in the expenses – needs to be reviewed with the 2020 Local Host and ensure it is clear in the memorandum of understanding.
 - c. Does not include expenses of Trustees

	Boca Raton	Sweden	Sweden	Toronto	San Diego
	Budgeted 2020	Actual 2019	Proposed 2019	Actual 2018	Actual 2017
Approx Attendees	550	471	310	330	370
Revenues:	In USD	In USD	In USD	In USD	In USD
Registrations 550 @ \$35, \$40, \$45 and \$30	19,250	10,067	9,000	14,282	14,270
Meal Tickets including 23% Service Charge	35,000	14,554	15,000	20,285	10,923
7th Tradition Donations	300	4,000	200	237	143
Delegate Binder Printing	150				
Total Revenues:	54,700	28,621	24,200	34,804	25,336
Less Refunds				(7,969)	
Net Revenues	54,700	28,621	24,200	26,835	25,336

Total Misc.	18,350	14,100	8,300	12,492	6,432
Total Expenses	52,894	38,721	22,600	32,013	16,832
Net Profit/Loss	1,806	(10,100)	1,600	(5,178)	8,504
Items excluded from the budget that are the Host Committee's responsibility					
Decorations					
Entertainment					
Lapel pins and other souvenirs					

4. Note for the record: Cheryl F is new Chair of the DTSC – ABC subcommittee.
 Thank You and good luck Cheryl!

5. **Motion:** To accept the following OPPM mission statement (see below)
Second: Carole
Decision: after 2 friendly amendments it was approved unanimously

The OPPM (Operating Policy and Procedures Manual) is the primary WSO policy document for the Board and its Committees. In alignment with Board motions, the OPPM Committee maintains and updates this document to provide order and continuity for the operation of

WSO. It is the Committee's goal to help ensure the OPPM reflects best practices that are in line with the ACA Traditions and Concepts.

- 6. Motion: (Erin)** To accept the updated OPPM Return of Property statement
Second: Carole
Decision: **Approved unanimously**

Within two weeks after the end of their Board tenure or tenure in a specific role within the organization, Trustees shall return all such property to the Board Secretary, or to the next individual filling that role. In the case of any additions being made to Board property that incurs financial costs, prior approval is necessary, and receipts must be provided for reimbursement.

L. Motions passed by Specific Concurrence vis Slack after being tabled at the Nov 21st working Session

1. **Motion:** (Erin) To Approve the update language for the OPPM Right of Petition language
2. **Second:** Miles
3. **Background:** There was a discussion to change some of the wording around regions and the motion was tabled at the Nov 21st Working session and moved to slack for update and voting
4. **Decision:** **Motion passed unanimously.**

APPENDIX I — RIGHT TO PETITION

In the event the Board or a Committee of the Board (WSO) has declined to take action on an issue, or there is dissent or dissatisfaction with some action or inaction of WSO, the fellowship may formally petition for reconsideration or some other specific action to be taken by WSO.

Guidelines for submitting petitions are as follows:

- 1) Must be submitted in writing to the Board Secretary (secretary@adultchildren.org) cc'ing the Board Chair (chair@adultchildren.org).
- 2) Must include the reason for submitting the petition, including any information that might not have been available at the time of the original WSO decision.
- 3) Must be co-submitted by either
 - a. Five (5) or more registered meetings that are spread out over at least three (3) different states, provinces or countries, or
 - b. Three (3) or more registered Intergroups that represent at least two (2) different states, provinces or countries
- 4) The petition must include contact information for all supporting groups (as in 3 above).

Note: We suggest for ease and speed of processing that your petition include, if available, background information about the original issue, the decision made and any reasoning given, results of any vote taken and whether or not it was unanimous, as well as dissenting opinions, if given.

WSO will be obligated to place the petition on the agenda at the regularly scheduled Monthly Board Teleconference no more than 45 days after receipt of the petition.

Petitions will be taken up by the Executive Committee, which will delegate consideration of the petition to the appropriate WSO body. Working with the Petitioners, the assigned WSO body will determine a timeline to address the petition.

Once the assigned WSO Body determines a suggested resolution, that suggested resolution shall go to the Board for review.

Actions that can be taken are to:

- a. Accept and implement the petition**
- b. Reject the petition with an explanation.**
- c. Seek a mutually agreeable compromise.**

Petitions with their original submission date will remain on the Monthly Teleconference agenda and a progress update made until such time as a resolution has been determined and announced. Once a resolution is achieved, the petition and its resolution will then be posted on the Monthly Teleconference agenda for the following two monthly meetings.

NOTE: Petitions that result in the Board reconsidering an action may not be re-submitted again after a resolution has been determined by the Board, unless there is significant new information available that may alter the original decision

M. Motions passed at the board working meeting on December 5th, 2019

- 1. Motion: (Bill) To give all WSO hourly employees a 1.6 % Cost of Living Adjustment, effective Jan 1st 2020, in accordance with WSO personnel Policy.**
 - Seconded by Charlie**
 - Background/Discussion:** Other Raises are done separately as part of an annual review
 - Decision: Motion passed unanimously.**
- 2. Motion: (Charlie) to approve design of Greek BRB, as well as creation of BRB template for future translations, at a cost of \$1,325**
 - Seconded by Carole**
 - Decision: Motion passed unanimously.**

Background: We have a number of BRB translations coming due. As was demonstrated with the YWB, creating a template with all design coding will reduce per-book design costs for future translations, so this is an investment in ongoing BRB translations. A license agreement has been submitted to the Greek fellowship for local print on demand.

N. Guest Comments

O. Motion to close the meeting:

Second:

Decision:

P. ANNOUNCEMENTS: Next meeting will be held on Saturday January 11, 2020 at 2PM Eastern