



**Adult Children of Alcoholic and Dysfunctional Families
World Service Organization**

1458 E. 33rd Street, Signal Hill, CA 90755

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**MONTHLY TELECONFERENCE AGENDA
September 12, 2020 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 Meeting ID: 228-809-511, PWD: 90755

Zoom Meeting Details:	Dial US	Dial International
Zoom ID: 228 809 511 Passcode: 90755	US: +1-669-90-06833 (San Jose) US: 1-929-205-6099 (New York)	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 – Open with the ACA Serenity Prayer
- B. Roll Call of Board Members – Bill D, Charlie H, David McB, Erin D, Fredrik H, Jim B, Miles C, Rich R, Sharon F
- C. Quorum established
- D. Guest Introductions
- E. Tradition Nine - ACA, as such, ought never be organized, but we may create service boards or committees directly responsible to those they serve.
- F. Minutes:
 - a. (Jim B) Motion to approve the August 8th, 2020 Teleconference Minutes
Second:
Discussion:
Decision:
- G. Chair Report – Charlie H

H. Treasurer's Report – Bill D <https://acawso.org/category/treasurer-reports/>

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

1. Executive Committee: David McB <https://acawso.org/category/executive-committee/>
2. Archive Committee: Marcia J <https://acawso.org/category/archives/>
3. Diversity, Inclusiveness and Accessibility Ad hoc Committee: Jim B <https://acawso.org/category/diversity/>
4. European Committee: Fredrik <https://acawso.org/category/european-connection/>
5. Finance Committee: Bill D <https://acawso.org/category/finance/>
6. Hospitals and Institutions: Rich R <https://acawso.org/category/h-and-i-committee/>
7. Information Technology (IT) Committee: Sharon F <https://acawso.org/category/information-technology/>
8. Literature Committee: Charlie H <https://acawso.org/category/literature-committee/>
9. Member Services Committee: Carole C <https://acawso.org/category/member-services/>
10. Public Services Committee: Jim B <https://acawso.org/category/public-information/>
11. HR Ad Hoc Committee Rich R <https://acawso.org/category/human-resources/>
12. WSO Office: Nick C <https://acawso.org/category/wso-office/>
13. DCOC: Bill D <https://acawso.org/category/dist-ctr-oversight/>
14. Service Network Committee: Jim B <https://acawso.org/category/service-network-committee/>
15. ABC AWC Committee: <https://acawso.org/category/abc-committee/>
16. Delegate Training Subcommittee – Cheryl F <https://acawso.org/category/delegate-training/>
17. Ballot Prep Committee: Mary Jo <https://acawso.org/category/ballot-prep/>

18. OPPM Committee: Mary Jo <https://acawso.org/category/oppm/>

19. Ad Hoc Committee on Meeting and Service Safety – Erin D
<https://acawso.org/category/ad-hoc-meeting-and-service-safety-committee/>

20. Nominating Committee: Greg R <https://acawso.org/category/nominating-committee/>

J. Motions passed at a Board Working Session on August 13th

1) **Motion:** (Charlie- Seconded by Sharon) to Amend the board norms to include the following guidelines on dispute resolution, and to include both the norms and dispute resolution language in the OPPM.

Background: The board has held a number inventory meetings and the motion looks to capture some ideas and a process for healthy communication and issue resolution.

Results: All In favor

1. All board members may at any time call a group conscience to address troublesome communications. In all board disputes, the board as a whole, per Tradition 2, has the ultimate word. If a group conscience is called, all board members will have an opportunity to be heard.
2. All board members are permitted, *and expected to*, surface disputes or blockages that they feel affect their safety or effectiveness as trustees. This should be done as quickly as possible, and a first attempt to resolve disputes should begin with those directly involved.
3. Board members consciously strive to avoid Critical Parent or Wounded child communications. All board members commit to respectful discussion of complaints and concerns. Punitive comments will be avoided in all cases.
4. Where first discussions do not yield a resolution, either party may elevate the issue: to a mutually agreed upon group of three mediators, or to the board. If no agreement is reached on who will serve as mediators, the issue goes to the board. If mediation doesn't reach an agreement, any participant may elevate a dispute to the whole board.
5. In any dispute, the board has the authority and obligation to protect a safe, respectful environment for processing all board disagreements. Unless the board as a whole has weighed in, no trustee is expected to accept a decision or action they fundamentally disagree with.
6. In addition to resolving specific disputes, the board may, in the case of repeated or severe violations of Traditions, Norms, OPPM, etc., take disciplinary actions toward individual trustees. This may include letters of caution, request to take a leave, suspension, or removal

from the board, in alignment with OPPM procedure.

K. Motions passed at a Board Working Session on September 3rd, 2020

- 1) **Motion:** (Bill, Seconded by David) To rescind the prior specific concurrence motion to pay NJ back taxes of \$2,830.60 and approve a payment increase of \$4,103.25 that was due to an error in the state's spreadsheet formula.
Background- Due to legislation passed in the state a prior sales tax liability was created for WSO. The sales tax working group registered WSO with the state and secured a Voluntary Disclosure Agreement eliminating penalties. WSO is paying the taxes and interest.
Results: All in favor

- 2) **Motion:** (Jim, seconded by Charlie) The current chair of the ABC/AWC and Public Services Committees be removed from their position due to not meeting reporting requirements as laid out in the WSO OPPM.
Background- The board had consensus at a previous meeting to give a deadline of August 25th for reports to be brought up to date for the committees. This was not done. Numerous requests were made over the course of the last year to have reports posted. The board considers this an important requirement to keep the fellowship up to date on committee activity and provide transparency.
Results: Passed 8 For, 0 Against – Miles Abstained

- 3) **Motion:** Motion (David, Seconded by Jim): To continue to engage Lucia as a special worker as Gloria transitions back to work continuing with Lucia's current arrangement.
Background: There have been significant changes to several of our accounting systems that Gloria will need help integrating into her process. This will take time to successfully accomplish. The pay rate will be increased since the scope of the work has increased to review and update of some existing procedures.
Results: All in favor – Charlie Absent

- 4) **Motion:** (Bill, Seconded by David) That the board approve the position of a part-time ACA WSO Financial Controller to be posted internally for existing WSO Staff and announced at the September TC, and be open for 1 week after the TC (Saturday September 19th) 7 to 1 – Charlie Absent – Rich Minority Opinion – Concerned that we may miss someone that is interested, and it should be posted externally.

Background: The board acknowledged the need for an additional finance special worker beginning in 2015 when it approved a motion to hire a financial special worker to take some of the workload off the Treasurer while bringing a level of accounting expertise to the organization. The motion was "To hire a part-time special worker with the necessary skills to be a financial assistant". Motion 0214153 was passed unanimously). This person

was never hired as WSO went through enormous changes in its internal accounting processes over the last several years.

Since then the WSO publishing business has more than doubled in sales transactions and revenues while taking on more complex tasks such as sales and VAT taxes worldwide. Hiring a controller will allow our own special workers to do most of the work of the outside accountants are doing now. Some savings in the monthly external accountant cost will partially offset the cost of hiring the controller.

The posting will also be posted on one of our websites based upon the minority opinion (adultchildren.org or acawso.org)

L. Motions passed via Specific Concurrence since the Last Board Teleconference

- 1) **Motion:** (Bill, seconded by David) To approve payment of approximately \$2,578.41 plus interest to the State of Virginia for back sales taxes owed for sales of our books from February 2017 thru May 2020.
Background- Due to legislation passed in the state a prior sales tax liability was created for WSO. The sales tax working group registered WSO with the state and secured a Voluntary Disclosure Agreement eliminating penalties. WSO is paying the taxes and interest.
Results: All in favor
- 2) **Motion:** (Bill, Seconded by Miles) To approve payment of approximately \$2,830.60 plus interest to the State of New Jersey for back sales taxes owed for sales of our books from March 2017 thru June 2020.
Background- Due to legislation passed in the state a prior sales tax liability was created for WSO. The sales tax working group registered WSO with the state and secured a Voluntary Disclosure Agreement eliminating penalties. WSO is paying the taxes and interest.
Results: All in favor
- 3) **Motion:** (Bill, seconded by Miles) To approve payment of approximately \$2,642.97 plus interest to the State of Michigan for back sales taxes owed for sales of our books from February 2017 thru May 2020.
Background- Due to legislation passed in the state a prior sales tax liability was created for WSO. The sales tax working group registered WSO with the state and secured a Voluntary Disclosure Agreement eliminating penalties. WSO is paying the taxes and interest.
Results: All in favor
- 4) **Motion:** (Bill seconded by Jim) To approve payment of approximately \$705.92 plus interest to the State of Kansas for back sales taxes owed for sales of our books from March 2017 thru June 2020.
Background- Due to legislation passed in the state a prior sales tax liability was created for WSO. The sales tax working group registered WSO with the state and secured a Voluntary Disclosure Agreement eliminating penalties. WSO is paying the taxes and interest.
Results: All in favor

5) **Motion:** (Bill seconded by Rich) Put forward by the Finance Committee to approve the revised 2020 mid-year budget to eliminate the ABC/AWC income and expenses from the budget leaving an expense of \$5,506 added to the expense created for the Adhoc HR Committee budget of \$600. The reduction of the budgeted Travel and Lodging expenses totaled \$40,680. This will leave WSO with a budgeted gross income of \$93,287.48.

Background- The following adjustments were made to the 2020 approved budget at midyear. Reconciliation with original budget:

Original budget net income	58,713.48
ABC/AWC Conference removal	(5,506.00)
HR Ad Hoc Committee	(600.00)
Travel expense- airfare/vehicle rentals	15,400.00
Travel expense- lodging	25,280.00

Gross Income	93,287.48

Results: All in favor

M. Guest Comments

N. ANNOUNCEMENTS

Next WSO Board Teleconference Meeting is Saturday October 10th at 2PM Eastern

O. Motions passed from the 2020 ABC

Motion	Status
Proposal 3 - The ACA Preamble will be sent back to the Service Network with comments so they can make updates and get more fellowship feedback. The passed motion is to send the Preamble back to the Service Network Committee for wordsmithing, with our workgroup's thoughts.	Actively being worked on by the Service Network Committee – Town hall Reviews planned for August
Motion from Proposal 8 We move that we direct the literature committee to create educational resource(s) that assist adult children with establishing healthy safe boundaries.	A Literature subcommittee is starting to form.
Motion from Proposal 10 - Passed We propose that . . . the WSO create a daily reparenting reader similar in structure to the Strengthening My Recovery (SMR) daily reader. Reparenting tips, meditations, etc. would draw from the forthcoming Loving Parent Guidebook, the Big Red Book, other ACA literature, including new material, and ACA member submissions. The daily reparenting reader will complement the upcoming Loving Parent Guidebook, which helps ACAs learn and apply reparenting tools. The	Pending

<p>proposed reparenting reader will provide daily inspiration and support us to reparent ourselves with gentleness, humor, love, and respect.</p>	
<p>Proposal 13- We propose that . . . The "Alcoholic/Dysfunctional Families" part of the title on the cover of the Big Red Book be moved up to be consistent with the Title Page, Page I. "Adult Children of Alcoholics Alcoholic/Dysfunctional Families". Also that the spine be changed to read "Adult Children of Alcoholics/Dysfunctional Families". Declined to Board's Motion that already addresses this for BRB and other literature</p>	<p>Pending</p>
<p>Floor Motion from the 2020 ABC Motion to create a committee to address fellowship safety for the immediate and continued purpose of providing guidance and resources to meetings transitioning between in-person and virtual meetings and addressing fellowship safety issues within all formats and venues during the current coronavirus pandemic and thereafter.</p>	<p>Ad Hoc Committee has formed and is active</p>

P. Motion To close

Q. Closing Serenity Prayer