

Publishing Committee Monthly Report March 2022

Purpose:

To create a WSO Publishing Committee that will centralize and direct all publishing activities, and ensure efficient, affordable delivery of literature to the entire world fellowship, with consistent business practices and oversight.

Committee Members:

Chair: Sue V. Members: Charlie H, Fredrik H, Bill D, Lucia, Markus, Christine, Hasse, Marion, Brad L

Regular Guests: Daanish (India), Ashish (India), Denis (Russia), Marcin (IT)

Publishing Committee Meets: Fridays (every 2 weeks), 10:00 am ET, 7:00 am PT, 4:00 pm CET , & SAST, 7:30 pm India, 3 pm BST

** Friday April 15th meeting is canceled due to holidays. Next meeting is April 29th. All are welcome to attend.*

<https://acawso.org/category/publishing-committee/>

Activities & Accomplishments:

1. Publications being worked on:

- a) Pre-publishing Print Format: Italian BRB and YWB, Lithuanian BRB, French BRB. We are experimenting with using a professional indexer for the BRB.
- b) Updating the copyright pages in all publications and all platforms. The changes were recommended by the WSO attorney and approved by the board. Completing the final changes required as per the 2021 ABC motions for the current “print” BRB requests for English and translated publications. We will continue to make these changes for future publications as needed.
- c) Online Epub Conversion: e-English BRB, e-English YWB and the e-Japanese BRB and YWB. Epubs will have matching pages with the printed books. (pagination)

2. International printing requests:

- a) Printing has commenced at Thomson Press in India for the English BRB and LPG and the Japanese BRB and YWB.
- b) Second print of the LPG books in the UK has been completed.
- c) We have received several print requests in Europe that are being worked on.

3. Amazon: Our business general manager was able to resolve the Amazon UK problems. We will be increasing our Amazon sales in the UK and Europe. We are still working to resolve the Japanese Amazon marketplace.

4. New Google Drive System: We are in the process of building a google drive system for translators and literature development teams to view the most update edition published for each publication and when the new product is in pre-publishing development, they will have view and comment access to verify the publication before printing commences.

5. Contracts and Licenses: The board chair and board approved delegating the signing responsibilities to the general manager for print contracts, vendors etc and delegated the signing of translation licenses to the designated Board Liaison to the Publishing Committee. In addition, with board approval we:

- a) Amended print contracts with the Ukraine Intergroup for Russian literature and Russian Intergroup during the current challenges.
- a) Provided a translation license to the Ukraine Intergroup for translating literature into Ukrainian.
- b) Provided an updated translation license.

6. Project Management: Training has started for our staff. We are starting to look at the types of reports we can provide as support for translation groups and summary reports for the fellowship. This new system will increase our publishing business operations efficiency and service for our fellowship.

7. India Regional Print Hub: We are working with the India and East Asia intergroups with Global Members for them to acquire the BRB and LPG from India and the other publications from the most effective printing hub. Purchasing ACA printed books is generally unaffordable for these fellowships. We will be assessing their needs and developing a plan to ensure equitable access.

8. Collaboration Committee: Sue V, chair let the committee know that the (cc) business_operations committee was going to start the organizing and planning of the cc meetings, we have up to 3 months to get this new process organized. The chairs of the various committees are being asked to join an initial planning session to discuss when the meetings should take place, how would we like to have this meeting structured and how are we going to communicate outside our committees etc. The business cc is moving forward gently as service workloads are heavy, easy does it. Sue V said she will report on the progress to the Publishing Committee on April 29th. Feedback is welcome.

9. Chair / Vice Chair/ Secretary Roles: Sue V was nominated and voted in for a second year as the Chair of the Publishing Committee. We will be discussing the roles and responsibilities for vice chair and secretary positions. The members are reflecting and we will discuss these positions again at the next meeting. We approved voting members and quorum guidelines.

Please use our intake link for requests for approved English and Translated ACA literature: Intake for Publishing Requests: https://acawso.org/publishing_intake

Questions for the publishing staff can be emailed to pubstaff@acawso.org.

Call for Service: We are in need of volunteers for admin support, proofreaders, policy writing and members with experience in publishing and Adobe Indesign for both English and Translated languages . We would love to hear from our members!

Questions for the Committee & Offers to Provide Service: Please contact Sue V at:

publishingchair@acawso.org