



Adult Children of Alcoholics and Dysfunctional Families
World Service Organization

1901 East 29th St, Signal Hill, CA 90755 (562) 595-7831

October 30, 2023

Motions Presented for the Record for October 2023

A. Motion passed at an Executive Committee Meeting

Motion: To provide a refund of \$190 to Ms. D. and to tell her that we consider that her complaint about the event and meal in Boca Raton has been resolved. (Bradford H.)

Background: Ms D. sent a complaint to the General Manager about her experience in the ACA Regional event and dinner on Friday, October 13. The refund is for the meals and registration fee that she and her husband paid for.

Second: Dove H.

Decision: Motion passed unanimously on October 19, 2023. Sue V. and Fredrik H. were absent.

B. Motions passed at a Board Working Session - None

C. Motions passed via Specific Concurrence (SC)

1. **Motion:** To engage an employment law attorney for up to \$4,000 to review and ensure our employee handbook conforms to current federal and applicable state laws. (Sue V.)

Background: The employee handbook has not undergone a legal review since it was created. Since employment laws are constantly changing, especially in California, it is prudent to have an expert in the field review our employment policies to ensure they are complete and in compliance.

Second: Bradford H.

Decision: Motion passed unanimously on October 4, 2023.


2. **Motion:** The Executive Committee of the WSO Board of Trustees approves the purchase and installation of three new signs for the ACA WSO Office at a cost of \$2,333.19 per the quote and design obtained from the vendor and presented by the General Manager. (Moved by Bradford H)

Background: ACA WSO recently moved its world headquarters to a more suitable building that is located at an intersection of two streets. There are posts in the ground for 3 signs that will be seen by many people traveling on both streets each day. Having the ACA logo, name and website URL visible on the signs will increase awareness about ACA as well as let people know it is the main office of the

organization.

Second: Dove H.

Decision: Motion passed unanimously on October 4, 2023.

3. **Motion:** To approve the ACA Suggested Service Norms document proposed by the Safety Resources Committee - see:  ACA Suggested Service Norms (October 2023).docx.pdf (Dove H.)

Second: Bradford H.

Decision: Motion passed unanimously on October 28, 2023.

NOTE: Please send any comments or questions you may have about the above motions via email to the board secretary at Secretary@acawso.org