

MINUTES FOR ABC STUDY SUBCOMMITTEE MEETING

3 December 2024, 5:00 PM Eastern US Time

(These minutes were approved at the 10 December 2024 meeting.)

I. OPEN MEETING (5:00 to 5:05)

a. Serenity Prayer

b. Roll Call of Subcommittee Members P=Present; A=Absent)

P	Bill D	P	Jim M	P	Laura L	P	Sue V
P	Bradford H	P	Josh W	A	Marcus H	P	William G-B
P	Carole C	P	Kaz S	A	Marion M		
P	Charlie H	A	Kelle J	P	Mary Jo L		
P	Dove H	P	Ken R	P	Pam M		

c. Introduction of Guests

II. REVIEW AGENDA (5:05 to 5:10)

a. Motions to Amend Agenda

No motions to amend were offered.

b. Motion to Approve Agenda

A motion was made by Dove H, seconded by Carole C, and adopted without objection to approve the draft agenda.

III. READINGS: [ACA Suggested Commitment to Service](#)

Volunteers performed the readings.

IV. APPROVE [MINUTES OF THE 26 NOVEMBER MEETING](#) (5:10 TO 5:15)

A motion was made by Bill D, seconded by William G-B, to approve the minutes as drafted. The motion was adopted without objection. Laura L abstained.

V. OLD BUSINESS

a. Report from Sustainability Study Group (5:15 to 5:20)

Charlie H and Kaz S gave a brief oral report.

b. Discussion and decision on process and content of report to Conference [Requested by Josh W] (5:20 to 5:50)

i. Review draft [summary of prior discussion](#) by Chair

An extensive discussion of the need for “processes” took place. Charlie H and Josh W volunteered to draft a process for the subcommittee to consider for the subcommittee’s work on drafting a Conference Charter and for presentations at meetings of the Conference delegates.

Bradford H offered to draft language for Charter Sections Two and Three for consideration and approval as working drafts and to post them in our Slack channel for members to review, comment, and possibly vote on before the next meeting, or to discuss, amend, and then vote on at the meeting. Pam M moved to authorize Bradford H to draft and post language for those two sections, seconded by Dove H, and adopted without objection.

- ii. Consider amending and approving summary

No motions were offered to amend or approve the summary.

- c. Resume Drafting [Section 3, Composition of the Conference](#) (5:50 to 6:20)

This item was not discussed due to insufficient time remaining.

VI. NEW BUSINESS

No items of new business were brought forward.

VII. ADJOURNMENT (6:30)

A motion to adjourn the meeting was made by Dove H, seconded by Bill D, and adopted without objection.

- a. ACA Serenity Prayer

A member of the subcommittee volunteered to lead this prayer. The meeting adjourned at about 6:20 PM Eastern (US) Standard Time.