

Minutes of ABC Committee Meeting Agenda

for October 19th, 2024 **10:30- Noon ET US**

Meeting ID: 875 8291 3615 Passcode: ABC2022

Upcoming goal of the November QDM: Delegate led conference – ensuring *growth* and rotation of service strengthening meeting planning without burnout

Intro

1. Serenity Prayer -Start Recording

2. Introductions

Present: Marcus H, Brad H, Charlie H, Marion M, Buddy, William , Kaz,
Denise R, Ken R,

3. Readings

The Suggested Commitment To Service

Concept X

Group Conscience

| Limit comments to 2 min

| One comment per Agenda Item

| Those that have not spoken are given priority

| Request volunteer to act as timer

| Active working Committee members discuss and vote (3 meetings in last 2 months)

4. Review and Approval of Agenda

Approved as written

5. Review and Approval of minutes from 10/5 ABC Committee meeting

Approved as written

5. Business Agenda

1) Agenda for Dec. 7 QDM

1. General process to make changes to the Operating Policy and Procedures Manual (OPPM) sections relevant to the conference

(with 3 items on the QDM Agenda this item would have 1hr 15mins)

*Document *OPPM Possible Suggestion for Conference Policies & Procedures.docx* (copied below) was screen shared and discussed briefly. In order to save time and include all parties it was decided by unanimous consent/acclimation that the Committee schedule a joint meeting with Sustainability Study Group and ABC Study Committee on Tuesday, October 17th at 5 PM Eastern to discuss this *OPPM Possible Suggestion for Conference Policies & Procedures.docx* , OPPM changes and conference procedures.

From 10/5 meeting

Motion: that a Board Member and other volunteers craft a motion to be presented at next QDM regarding how to make changes to the OPPM and education be done for the Delegates on the OPPM in particular sections on the conference.

Made/Seconded/Carried (M/S/C) - Unanimous

Volunteers: Sue v., Charlie H , Ken R, William G-B, Marion M, Kaz, Mary Jo L .

2. Fellowship Approval Process for Name Change

The WSO Board is working on a recommended path to bring forward for Delegate consideration on implementing the following 2024 ABC Motion: *To submit to all ACA registered groups (meetings, intergroups, and regions) for approval, "to change the functional name of the fellowship to Adult Children of Alcoholics and Dysfunctional Families (ACAD), the top choice by the fellowship from the name study surveys.*

(with 3 items on the QDM Agenda this item would have 1hr 15mins)

Discussion:

A PowerPoint was presented outlining the ABC Motion, voting process similar to Ballot Proposal Process, a landing page will be created, an FAQ section, and a data capture system to understand why groups voted yes or no. The process the Name Change Study Group used to get the feedback from 11 thousand responses from members will be looked at for modeling. Marijuana Anonymous will be consulted for lessons from their recent process for a fellowship-wide referendum on the use of "Higher Power". The intent is to present the process with a motion for approval at the December QDM.

3. Ask the ABC Sustainability Study Group if they would moderate/organize a QDM Agenda item around the first ranked result for possible ABC/QDM agenda items from the vote at the 8/17 ABC. *How to make the Conference be more Delegate-driven and Delegate-organized?*

(with 3 items on the QDM Agenda this item would have 35mins)

This may be in part be about how QDM Agenda items 1. and 2. above are presented in a different more experimental way than in the past with breakout rooms and more discussion. More will be known after the ABC Sustainability Study Group meets.

2) Job description for QDMs/ABC Chairs, possible Chairs for QDMs/ABC

Conference Facilitator job description written by the writing group was read.

By acclamation the writing group will work on other job descriptions beginning with Parliamentarian and then the Secretary. Discussion and comments will continue on the Committee Slack channel.

From 10/5 meeting.

By acclamation the Committee voted to form a team to work on requirements for ABC/QDM Chair position and some other ABC/QDM positions. Edmundas, Kaz and Charlie H volunteered to work on this.

3) Future QDM/ABC dates in particular next ABC date

Motion: that the dates for the 2025 Annual Business Conference (ABC) be May 17-18.

Made, Seconded and Carried (MSC) Unanimous

It would be helpful if the Proposal voting process concluded in the first week of April. Setting the date for the 3rd QDM was carried over to the next meeting.

4) New mock-up of the Conference home page.

Workup of the new Conference homepage was shared. It is meant to provide clear gateways to information. Some headings are "Resources for Next Meeting", "Delegate Orientation" and "Materials from WSO Board". We are looking at it as a dashboard for Delegates. We need to look at how to have all this translated. We want to want to get "Resources for Next Meeting"

populated 3-4 weeks before the December QBM. Team to continue refining the new Conference homepage mockup, incorporating feedback on simplifying PDF downloads and adding WSO resources for delegates.

8) Prayer lead out in thankfulness

* *OPPM Possible Suggestion for Conference Policies & Procedures.docx*

Updated suggestion to recommend a change in OPPM to ABC Committee, the Board to be presented to the delegates at the Dec QDM and for approval at the 2025 ABC.

Currently the intro section is: <https://acawso.org/category/oppm/>

INTRODUCTION page 6

- A. Purpose of ACA WSO page 6
- B. Brief History page 6
- C. Articles of Incorporation and Bylaws page 7
- D. OPPM Purpose page 7

A. I . **D. OPPM Purpose** The Operating Policy and Procedure Manual (OPPM) will determine the everyday working policies of the ACA WSO. Policies and procedures must be in keeping with the current Bylaws. Rev. Motion No. 06139802, This Policy Guide has been put together combining the appropriate bylaws and past motions of 7 September 6, 2024 OPPM (Operating Policy and Procedures Manual) the Board of Trustees and the ABCs. It was accepted into use at the 1992 Annual Business Conference and in 1995.

The OPPM was revised in 2010 by the ACA WSO Board of Trustees and contains the day to day operating guidelines by which the Board and Annual Business Conference shall function. It was partially revised in 2012. Newer updates are footnoted and/or included in the Change Log at the end of this document.

Suggestion to consider adding

E. OPPM Scope and Revision

The Board has a fiduciary responsibility to manage the OPPM. At the current time, the OPPM contains the day-to-day operating guidelines by which the Board and Annual Business Conference (ABC) shall function. The “Conference (ABC)” is transitioning to increased active delegate involvement in both planning and facilitating the “Conferences”. The primary responsibility and authority for the operating guidelines around the Annual Business Conference will be with the delegates in the “Conference (ABC)”. The Board will support and implement these changes as per large policy in the concepts.

The “Conference” sections have been reorganized in the OPPM under one section, “Conference Policies and Procedures” with associated recommended changes subject to the final approval of the 2025 “Conference (ABC).

As discussed, this was a suggestion to manage the transition until the fellowship approves a separate Conference Policies and Procedures manual. If we are good with this approach, it will need to be approved by the Board and a presentation with education section for the Dec QDM initially and to the 2025 ABC for final approval as per the Concepts.

Possible timeline: Process - Sue drafted

First : Josh to develop options for delegates to obtain agreement on process as per Oct 19 sustainability gc - do delegates want a separate Conference manual and if so- transition plan or for now OPPM change clarifying as per Concept X, decisions on Conference about the Conference.

Service Body	Due Date	Status
Sustainability Small group	Oct 5-11-19	Complete
Sustainability Group	Oct 19	One joint meeting- Oct 22?
ABC Study	Oct 22	One joint meeting-Oct 22?
ABC Committee	Nov 2	One joint meeting-Oct 22?
Board of Trustees	Nov 7 Board Meeting	
QDM	Dec 7	
ABC	May 2025	

Kaz’s suggestions- I am copying over Kaz’s suggestions. They have been added. Looks good.

Suggestion to consider adding:

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active delegate involvement in both planning and facilitating the delegate[2] “Conferences”. The primary responsibility and authority for the operating guidelines around the Annual Business Conference will increasingly[3] be with the delegates in the “Conference (ABC)”. The Board will support and implement these changes as per large policy in the concepts.

The “Conference” sections have been reorganized in the OPPM under one section, “Conference Policies and Procedures” with associated recommended changes subject to the final approval of the 2025 “Conference (ABC)”. Future changes are to be developed via committee work in broad collaboration with delegates, with final approval subject to delegate vote.[4]

As discussed, this was a suggestion to manage the transition until the fellowship approves a separate Conference Policies and Procedures manual. If we are good with this approach, it will need to be approved by the Board and a presentation with education section for the Dec QDM initially and to the 2025 ABC for final approval as per the Concepts.

[1]

[3]

[4]