

**Draft Minutes for ABC Committee Meeting
of December 21, 2024 10:30- Noon ET US**

Zoom Meeting

Upcoming goal of the February 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 , William G-B , Carmen B, Buddy, Edmundas V, Sue V, Mary Jo, Charlie H, Marion M, Kaz S, Ken R, Jim R,

3. Readings

The Suggested Commitment To Service

Concept XII

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. Business Agenda

1) Debrief of December QDM

Things that went well

Overall delegates were more prepared. They seemed to understand the voting process better. There was more help around the documents than last QDM.

Gratitude for the organization by Carmen Charlie and others, it all went well.

More information and documents available than some previous QDMs.

Delegate Survey came out right after QDM the earliest ever.

Fewer Delegate questions seems to indicate Delegates understood more what was going on in general.

It went smoothly in particular with Carmen's help.

Pre-QDM preparation payed off and Delegates were better informed.

There was much better preparation of the delegates for more complex topics. Having a section in the Prep Meeting about the particulars of the QDM agenda items.

Great to have William added to the Conference leadership team.

It was really successful to have a separate body that focused strictly on the QDM agenda.

We are responding to Delegate feed back.

Things that needed more work.

More detail on exactly how much time we have for each voting section.

Too much on the agenda which seems to have been an issue historically with ABCs and QDMs.

Too much on the agenda maybe we can only deal with 2 things deeply. This time we kind of went over on one thing and were a little short on the breakouts and whole meeting discussion.

We need to have a clear deadline, likely 3 weeks before the meeting would be best, for when the documents for the Delegates need to be in, hold to it and have it clear who is responsible for each document.

Too much on the Agenda hard to keep track of that many topics.

Clearer definition between the ABC Committee's and the Sustainability Study Group's roles and responsibilities. There was some duplication of effort due to that.

We need less topics, not recommending extending QDMs. Delegates may need to meet outside the conference for example join a committee to accomplish all we need to do. I would be opposed to extending the meeting unless we have an increase in Delegate participation in planning.

Sustainability as far as number of volunteers yet I tend to only suggest when I have solutions so this is just a rhetorical question.

Some note-takers in the breakouts did not have access to Google Docs for note taking.

There was too much on the agenda for the time so maybe we need to consider either dropping topics or lengthening the time of the meeting.

For in meeting votes maybe IT/Tech can watch as votes come in and set the vote end time dynamically by the number of votes not yet in.

There were some problems due to lack of volunteers. There was a potential problem with the Parliamentarian having to be a presenter of a motion which they would then have had to rule on the appropriateness of crafted alternatives to that motion if the voting had gone in that direction.

Need to slow down for people who have English as second language.

Maybe a training for note-takers in the breakouts. Maybe a recording of the breakouts.

Maybe more open questions for the breakouts.

Simpler single point questions for breakouts so people can vote clearly on one item at a time.

Maybe have a prep session for newcomers on what you need to know to generally function in a conference meeting and a separate one focused on specifics of the agenda and prep for that.

We need to set a permanent schedule for ABC and QDMs for example the first Saturday of February, August, November, and the third weekend in May.

We will likely have larger number of agenda items for the next year or two while we are working out changes to the conference as well as the normal business we need to attend to.

A little too much of a sense of we need to get this done now and not enough on extended discussion.

If we have a longer QDM we will lose more Delegates from other parts of the world, I feel we need to simplify. If we go longer we need a vote at the ABC and be clear why we want to go longer.

We should consider making the first half hour of introduction and prep optional before the meeting starts and that would give us an additional half hour of the business meeting.

If we reduce the number of topics we may get more volunteers because people will feel less overwhelmed.

It may be more effective to meet 3 times a year for longer times each.

2) Agenda Ideas for February QDM not necessarily in order. Specifics to be worked out in the Agenda Working Group meetings and brought back to the ABC Committee

- A. Minority Opinion-
- B. Continuation of Conference Policies and Procedures Discussion
- C. Needs in Preparation for 2025 ABC
- D. Reports from ABC Study Group on the charter and the Sustainability Study Group.
- E. Report from WSO Board with a question and answer section.

3) Tasks before next ABC Committee Meeting

- Email/Letter announcing QDM Registration opening with a general description of QDM Agenda Topics will go out the week of January 6 .
- Agenda Working Group will meet Thursday Jan.9 at 10amEST.

4) Report Reworking/Updating of ABC Committee web-page

- More work to be done after Jan.6.

6. Prayer lead out in thankfulness