

Adult Children of Alcoholics World Service Organization



2026 Book of Motions

January - April 2026

Dove H. - Secretary (April 2, 2026 - present)

Patricia Irelan - Assistant to Secretary (Feb. 2022 - present)

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Presented for the Record for January 2026

Motion 2026_01_01: OPPM Updates to Board Section A & B

Motion: For the Board to approve these proposed revisions to the OPPM for Section II. Board of Trustees/Subsections A&B: [Proposed Revisions to OPPM-Section II-Subsections A&B](#). (Dove H.)

Seconded by: Al E.

Decision: Motion passed unanimously on January 7, 2026.

Motion 2026_01_02: OPPM -Add Advisory Groups, Teams, and Professional Services

Motion: That the ACA WSO Board of Trustees approve the proposed updates to the Operating Policies and Procedures Manual (OPPM) to:

- (1) add a new subsection establishing Advisory Groups, Project Teams, and Implementation Teams;
- (2) remove the outdated subsection on Professional Advisory Committees; and
- (3) add a new subsection addressing the use of Professional Services;

as presented by the OPPM Updating Team. For specifics, see: [Updating OPPM re Adv. Groups, Teams and Professional Services](#) (Dove H.)

Seconded by: Alisa A.

Decision: Motion passed unanimously on January 14, 2026.

Motion 2026_01_03: Copyright Reprint Approval

Motion: To approve the copyright reprint request for author and licensed therapist, Michelle Leshner for the book, "From Temptation to Tranquility, Becoming a Woman of Honor and Dignity" for the second paragraph, starting with, "Our inner family members..." on page 11, from the *Loving Parent Guidebook*. (Sue V.)

Background: On December 19, 2025, the Publishing Committee unanimously approved a copyright reprint request from licensed therapist Michelle Leshner to reprint a single paragraph from page 11 of *The Loving Parent Guidebook* for inclusion in her forthcoming book, *From Temptation to Tranquility, Becoming a Woman of Honor and Dignity*. The request was reviewed and vetted in accordance with established Publishing Committee procedures and is consistent with similar reprint approvals previously granted by the Board. The reprint will include the standard ACA WSO copyright attribution to protect ACA's intellectual property while increasing ACA visibility.

Seconded by: Kaz S.

Decision: Motion passed unanimously on January 15, 2026.

Motion 2026_01_04: Proceed with Legal Steps re: Copyright Infringement Matter

Motion: That the General Manager move forward with appropriate legal next steps, on behalf of the Fellowship, to protect WSO intellectual property in response to a copyright infringement matter involving Region 2, with action to commence by February 2, 2026. (Sue V.)

Seconded by: Dove H.

Decision: Motion passed with six in favor, none opposed on January 29, 2026. Kaz S. was recused. Rich R. was absent.

Presented for the Record for February 2026

Motion 2026_02_01: Funds for Legal Counsel Analysis

Motion: The Board authorizes the General Manager to retain outside legal counsel to conduct a limited legal analysis regarding trademark, copyright, and governance issues. This analysis is intended to protect the ACA World Service Fellowship and support resolution of the matter related to Region 2's publication activities. Legal fees shall not exceed \$40,000, and shall be funded from the Prudent Reserve.

The results of this analysis shall be reported back to the Board, the Fellowship, and Conference Business Meetings for further direction prior to any litigation or enforcement action. (Sue V.)

Second: Dove H.

Decision: Motion passed with four trustees in favor and one opposed (Alisa A.) on February 5, 2026. Rich R., Al E. and Kaz S. were absent.

Motion 2026_02_02: Kaz S. Reclassified as At-Large Trustee

Motion: To accept the resignation of Kaz S. from the classification of Regional Representative Trustee and approve the transfer of his trustee classification to At-Large Trustee, effective February 5, 2026. (Tamara P.)

Background: The ACA WSO Operating Policies and Procedures Manual (OPPM) establishes two trustee classifications: Regional Trustees and At-Large Trustees. Regional Trustees serve both the ACA Fellowship as a whole and their geographic region, with specific responsibilities related to representing regional concerns to the Board.

In this instance, Kaz S. has requested to resign from the Regional Representative Trustee classification and therefore, will no longer hold the responsibilities associated with representing Region 2. Kaz has expressed a desire to continue serving on the Board in service to the ACA Fellowship.

Kaz has already been fully vetted by the Nominating Committee and was ratified by the Delegates as an ACA WSO Trustee at the 2025 Annual Business Conference (ABC). The ratification was as a Trustee, not as a Region-specific or At-Large Trustee.

The Nominating Committee has confirmed that trustee qualifications are the same regardless of classification and that no additional vetting or NomCom action is required for a change in trustee classification. As such, this matter constitutes a Board procedural decision as it does not represent

the appointment of a new trustee.

This change in trustee category does not affect his trustee term limit which will continue to be based on his trustee start date in April 2025.

Second: Jim R.

Vote: Motion passed on February 5, 2026, with three in favor and two abstentions (Alisa A., Dove H.). Al E. and Rich R. were absent. Kaz S. was recused.

Motion 2026_02_03: Expenditure for Reprinting of LPG

Motion: To approve the expenditure of \$33,330.00 in budgeted funds for the printing of 15,000 copies of the *Loving Parent Guidebook* by Thomson Press, to replenish and maintain inventory levels at the warehouse. (Jim R.)

Background: Although this expenditure is included in the approved 2026 budget, it is subject to the Operating Policies and Procedures Manual (OPPM) approval requirements for inventory purchases for resale. Under the OPPM, inventory expenditures between \$25,000 and \$100,000 require Executive Committee approval.

Second: Tamara P.

Decision: Motion passed unanimously by the Executive Committee on February 10, 2026. Al E. was absent.

Presented for the Record for March 2026

Motion 2026_03_01: General Manager Authorization for Pre-Travel Forms

Motion: To update the ACA WSO Pre-Travel Authorization Form in the OPPM to allow the General Manager to approve travel requests submitted by Special Workers when the total estimated cost is under \$5,000, aligning the form with the General Manager's existing expenditure approval authority in the OPPM. (Tamara P.)

Background: The OPPM currently authorizes the General Manager to approve unbudgeted expenditures under \$5,000. However, the Pre-Travel Authorization Form was not updated to reflect this authority and still indicates that all travel expense requests require Board approval. This motion updates the form to ensure consistency with the General Manager's established expenditure approval authority in the OPPM and streamlines the approval process for lower-cost travel requests.

Second: Al E.

Vote: 4 in favor; Alisa A. abstained. Motion passed on March 12, 2026. Kaz S., Jim R. and Sue V. were absent.

Motion 2026_03_02: Part-time Administrative Special Worker

Motion: That the WSO Board approve the creation of a part-time Special Administrative Worker position reporting to the General Manager. The position will provide administrative and coordination support to the General Manager and designated committees, including the ABC Committee, and will serve as cross-trained backup coverage for the Board Executive Assistant and front office operations, consistent with Concept XI.

The position will be limited to a maximum of 850 hours in 2026 and funded through the reallocation of existing discretionary budget allocations. The total annual cost shall not exceed \$25,000. (Dove H.)

Second: Tamara P.

Vote: Five in favor; none opposed. Motion passed on March 12, 2026. Kaz S. and Jim R. were absent.

Motion 2026_03_03: ACA Meeting Listing Criteria Update

Motion: To add the following to the existing eligibility criteria for ACA meeting listings: Meetings that are open-ended in duration, lack a defined meeting time and day, or do not have a designated meeting leader or trusted servant will be removed from ACA meeting listings. (Dove H.)

Background: This motion responds to fellowship feedback/complaints regarding unclear or unstructured meeting listings. The intent is to ensure that ACA directories provide reliable, consistent, and accessible meeting information for members and newcomers.

Second: Tamara P.

Vote: Motion passed unanimously on March 26, 2026. Kaz S. was absent.

Motion 2026_03_04: New Chair of Publishing Committee

Motion: To approve the Publishing Committee's recommendation to confirm Rivka E. as Publishing Chair, effective at the 2026 ABC. (Sue V.)

Background: Rivka has served as a Publishing Committee volunteer for the past year, working closely with Sue V., current chair, on publishing policies and procedures. She is a published author and is deeply committed to ACA recovery and service.

Second: Tamara P.

Vote: Motion passed unanimously on March 26, 2026. Kaz S. was absent.

Motion 2026_03_05: Publishing Committee Trustee Liaison

Motion: To approve Sue V. as the WSO Board Trustee Liaison for the Publishing Committee. (Tamara P.)

Background: Sue V. has served as Publishing Committee Chair since its inception in May 2021. This role will provide continuity and additional support to the incoming Chair and committee.

Second: Jim R.

Vote: Motion passed unanimously on March 26, 2026. Kaz S. was absent.

Motion 2026_03_06: Three Committees in Pause Status

Motion: To place the following committees in “pause” status:

- Member Services
- Global Members
- European Committee.

(Tamara P.)

Background: Recently, the chairs of these committees stepped down, and there are currently no volunteers to take on their duties. As a result, these committees will be placed on “pause” until sufficient volunteers, including chairs, are available to resume their activities.


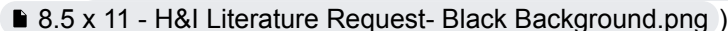
Second: Jim R.

Vote: Motion passed unanimously on March 26, 2026. Kaz S. was absent.

Motion 2026_03_07: Incarcerated Outreach Flier

Motion: To approve the Public Service and H&I Committee’s incarcerated outreach flyer for use in PS/H&I efforts. (Rich R.)

Background: Upon Board approval, the flyer will be posted on the PS/H&I webpage for fellowship download and local distribution. Two versions are provided:

- White background (more cost-effective for printing)
 - Black background (more visually impactful)
- (See:  )

Second: Jim R.

Vote: Motion passed unanimously on March 26, 2026. Kaz S. was absent.

Presented for the Record for April 2026

Motion 2026_04_01: Kaz S. Trustee Service Concluded

Motion: To approve that Kaz S.’s service as Trustee is concluded, effective April 1, 2026. (Dove H.)

Second: Jim R.

Vote: Motion passed unanimously on April 2, 2026.

Motion 2026_04_02: Acceptance of Draft Audit Reports for 2025

Motion: To accept the draft audit report for the 2025 fiscal year, dated March 6, 2026, as presented by the Audit Committee and contingent upon the Finance Committee's endorsement. See:

 [ACA WSO - 2025 Audit Management Letter and Audited Financial Statements.pdf](#)

(Dove H.)

Background: The draft 2025 audit report has been reviewed and endorsed by the Audit Committee.

Second: Tamara P.

Vote: Motion passed unanimously on April 2, 2026.

Motion 2026_04_03: Election of Secretary, Dove H.

Motion: To elect Dove H. to the officer role of Interim Secretary of the WSO Board of Trustees, effective immediately, to serve until the next annual election, or until a successor is duly elected. (Tamara P.)

Background: The office of Secretary is an officer position held by a Trustee and serves as a member of the Executive Committee. With the conclusion of Kaz S.'s term as Trustee on April 1, 2026, the position of Secretary became vacant.

Second: Jim R.

Vote: Motion passed unanimously on April 2, 2026; Al E. was absent and Dove H. was recused.

Motion 2026_04_04: POAs for Printing in Egypt

Motion: To approve for the General Manager to proceed with executing two limited Power of Attorney (POA) documents:

- Adult Children Middle East Company POA - [Adult Children Middle East's PoA.docx](#)
- ACA WSO POA - [Adult Children of Alcoholics World Service Organization's PoA.docx](#)

for the purpose of facilitating the printing of ACA literature in Egypt. (Jim R.)

Background: These Power of Attorney documents, prepared by legal counsel, authorize designated local representatives to:

- Interface with Dar Al Kutub
- Complete required registration, deposit, and printing processes
- Represent the organization before relevant governmental authorities

The authority granted is strictly limited to publishing and administrative functions for.

- Notarization and legalization of documents outside Egypt
- Final submission in Egypt by a designated local representative

This approach eliminates the need for WSO personnel to travel to Egypt while enabling timely progress on printing and distribution efforts in Egypt.

Second: Dove H.

Vote: All in favor - motion passed unanimously. Al E. was absent

Motion 2026_04_05: Record of Acceptance of Resignation of Ken R. as Trustee

Motion: That the Board acknowledges and ratifies the resignation of Ken R., originally submitted on November 20, 2025, effective December 1, 2025, which was not formally recorded at the time. (Tamara P.)

Background: Ken R. submitted his resignation letter on November 20, 2025. The resignation letter was distributed to and discussed by the Board on the same day; however, no formal motion to accept the resignation was recorded at that time.

Second: Al E.

Vote: Motion passed unanimously on April 30, 2026. Alisa A. was absent.

Motion 2026_04_06: Acceptance of Resignation of Jim R. as Trustee

Motion: That the Board accepts the resignation of Jim R., Trustee, effective May 17, 2026. (Tamara P.)

Background: Jim R. submitted a written resignation indicating his intent to conclude his service as Trustee effective May 17, 2026, at the end of his two-year term. He will also conclude serving as the Vice Chair at this time.

Second: Rich R.

Vote: Motion passed unanimously on April 30, 2026. Alisa A. was absent.