FINANCE COMMITTEE REPORT – June 2026

During the month of June 2026, the members of the Finance Committee met two times and continued their focus on financial oversight, long-term financial stability, data protection, and improving contribution accessibility for ACA groups and members.

Monthly Financial Reports

Jonathan Bryson from JBCAS, ACA WSO's accounting firm, joined the Finance Committee to review the May 2026 monthly financial statements. The Committee reviewed current financial activity, discussed reporting processes, and continued monitoring the organization's financial position and operating results. The Treasurer continued providing monthly financial reports to the fellowship.

Annual Audit, Audit Firm Procurement, and IRS Form 990 Planning

The Committee reviewed the proposed timeline for the annual independent audit and preparation of ACA WSO's IRS Form 990. The proposed schedule separates the year-end financial close from the audit process, allowing staff sufficient time to complete closing procedures before preparing audit documentation. The former timeline imposed the duties of the year end close and audit responses simultaneously within the same time period. The revised timeline eliminates this stressful situation.

Members also reviewed the proposed Form 990 review process, which includes review by staff, the Audit Committee, the Finance Committee, and the Board of Trustees prior to filing. The Committee agreed this sequence strengthens oversight and governance.

The Committee discussed the upcoming Request for Quote (RFQ) process for selecting an independent auditing firm for future audit cycles. Members noted that obtaining competitive proposals supports sound governance, fiscal responsibility, and compliance with California's independent audit requirements.

Finally, edits to the OPPM are underway to document this revised schedule for the RFQ and IRS Form 990 process.

Financial Sustainability and Deficit Reduction Initiatives

The Committee continued evaluating ACA WSO's long-term financial sustainability by reviewing operating costs, revenue trends, and cost recovery initiatives. Members emphasized balancing affordability for members with the organization's responsibility to recover costs and maintain financial stability. The Committee agreed that pricing and cost recovery measures should be reviewed regularly to reflect changing operating costs.

The Committee also reviewed recently approved initiatives intended to improve operating results, including:

- Literature price adjustments approved by the Board, effective July 15, 2026.
- Shipping and handling charges were implemented to recover fulfillment costs.

The Committee will continue monitoring the effectiveness of these initiatives in future operating results.

Shipping and Handling Cost Recovery

The Committee reviewed shipping and fulfillment expenses and the gap between actual fulfillment costs and shipping charges collected through the online store. After reviewing operational data and industry practices, the Committee recommended a tiered handling fee structure designed to recover a portion of packaging, labor, and fulfillment costs while remaining competitive. The recommendation was forwarded to and approved by the Board.

Literature Pricing and Inflationary Cost Recovery

The Finance Committee reviewed literature pricing in light of continuing inflation and rising operating costs. Members discussed increases in printing, paper, shipping, labor, platform fees, and other operational expenses that have reduced the margin available to support ACA WSO's services.

The Committee reviewed pricing history and discussed the importance of conducting regular annual pricing reviews rather than delaying adjustments for several years, which can require larger increases. Members noted that smaller, periodic adjustments better reflect inflation while minimizing the impact on members and service bodies.

During the discussion, members considered several pricing alternatives and reviewed inflation data while seeking to balance recovering the inflationary, rising operating costs while maintaining affordable literature prices for the fellowship.

Intergroup, Group, and Region Literature Discount Review

The Committee continued its review of the 30% literature discount available to all ACA service bodies. Members discussed the financial impact of the discount in light of ACA WSO's current operating costs, reviewed participation and contribution trends, and considered the need to balance long-standing support for service bodies with ACA WSO's long-term financial sustainability.

The Committee also discussed eligibility requirements for the discount and generally agreed that requiring IRS 501(c)(3) recognition is not appropriate given the varying legal structures of service bodies throughout the world.

Instead, members discussed developing objective eligibility guidelines demonstrating responsible financial stewardship, including:

- Regular financial reporting to member groups.
- Maintenance of meeting minutes.
- Appropriate prudent reserve practices.
- Regular Seventh Tradition distributions.
- Compliance with ACA WSO discount practices and Guidelines.

No changes to the current discount program were recommended at this time. Finance Committee member (C.S.) will prepare a revised draft of the eligibility guidelines, and Finance Controller will provide recommended legal language. The Committee requested additional analysis before considering any future recommendations.

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Seventh Tradition Resources

The Committee reviewed enhancements to the Seventh Tradition webpage developed by staff. Suggestions included improving online giving instructions, providing additional information regarding virtual baskets, adding supporting resource links, and enhancing the overall presentation to encourage member contributions.

Committee Membership Update

William GB was appointed as a member of the Finance Committee during the reporting period. The committee welcomes William and looks forward to his participation and contributions.

How to Get Involved

If you have a finance or business background—or simply an interest in learning—consider joining the Finance Committee. You do not need to be a CPA to participate. To learn more, email finance@acawso.org or treasurer@acawso.org, or message any Finance Committee member on Slack.

Due to the confidential nature of Committee proceedings, a signed Non-Disclosure Agreement (NDA) is required for full participation.

Finance Committee Members

- Al E., IL — Treasurer and Chair
- Sylvia M., CA — Vice Chair
- Bill D., CA — Member
- Brad L., MD — Member
- Channen S., CO — Member
- William GB, FL— Member

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