Adult Children of Alcoholics & Dysfunctional Families
World Service Organization

1901 East 29th St, Signal Hill, CA 90755
Phone: (562) 595-7831

This is a regularly scheduled meeting with notice given on the ACA WSO website.
Please contact the board secretary for any comments, requests or questions about this meeting at secretary@acawso.org

Board Meeting with the Fellowship Minutes
September 12, 2026
2:00 PM - 4:00 PM ET / 18:00 - 20:00 UTC

Meeting held via video/audio conference via Zoom

Agenda

I **Opening -** Tamara P, Meeting Chair

A. Call to Order – Open with the ACA Serenity Prayer

B. Readings:

Tradition 9: Anonymity is the spiritual foundation of all our Traditions, ever reminding us to place principles before personalities.

Concept IX: Good service leaders, together with sound and appropriate methods of choosing them, are, at all levels, indispensable for our future functioning and safety. The primary world service leadership must necessarily be assumed by the Trustees of the Adult Children of Alcoholics World Service Organization.

Diversity Statement: ACA is an inclusive organization and open to all affected by family dysfunction. We strive to create an atmosphere that reflects the diverse communities we serve and where everyone feels empowered to be their full, authentic selves.

Health and Safety Statement: ACA WSO is committed to the health and safety of all who are choosing to be in service within the fellowship. This is a shared responsibility. Our service experience is affected by our personal recovery and by our commitment to Tradition One - unity. With this cooperative approach, we prioritize the health and safety of our committees and ourselves.

Meeting Protocol: This is a business meeting. We ask that everyone keep their microphones muted unless called on to speak and stay focused on each agenda item. There will be time for questions and comments after each section. Disruptive participants will be muted to ensure the meeting stays on track and remains respectful to all participants. If you have a topic you'd like to discuss that's not on the agenda, please send your suggestions to secretary@acawso.org two weeks before the meeting. If you have a question about a specific committee, please reach out to the chair of that committee.

Notice of Recording: The audio recordings of this meeting will be posted on the WSO website. Please be aware of this if you choose to speak during today's call. Please protect your anonymity and the anonymity of others and do not use your comments to advertise, promote, or solicit business for any company, service, product, or personal commercial interest. Do not share another person's identifying or private information. If you do not wish to be recorded, please add your comment or question in the "Chat," and it will be read, time permitting.

[Start Recording]

C. Roll call of Board Members: Al E., Channen S., Dove H., Rich R., Sue V., Tamara P.
Absent: None
Quorum - Established with six trustees present.

D. Meeting Support:

a. Chair(s): Tamara P.

b. Notetaker: Trish I./ Assistant to Board Secretary

c. Tech Host: Brad L.

d. Timekeepers: Tamara (section) and Sue V. (individuals)

E. Participant Introductions: Please add to Zoom chat your WSO or local service role, delegate, first name, country/state/province. Present: Staff- 4; Committee Chairs- 5; Other participants - 14

II. **Minutes**

Last Meeting Minutes link: 2026-06-19 Board Mtg. with Fellowship Minutes

[NOTE: Please send any corrections for the minutes to the Secretary prior to the meeting at Secretary@acawso.org]

Motion: To approve the minutes of the June 19, 2026, Board Meeting with the Fellowship - see: 2026-06-19 Board Mtg. with Fellowship Minutes (Dove H.)

Second: Rich R.

Decision: Motion passed unanimously.

III. **Executive Reports**

A. **Board Reports** - Tamara P., Chair presented the Board Report.

Reference: **2026 Book of Motions (Jan.- Aug.)**

Summary Points:
Trustee Updates

- Alisa completed her first two-year term and stepped away from the board.
- Channen joined as a new trustee, bringing nonprofit board experience, business leadership, and ACA intergroup service.
- The board currently has six trustees; Sue V's tenure ends in March and Tamara's ends at the

2027 ABC.

Strengthening the Global Fellowship

- A new Traditions and suggested CommitmentsTo Service trifold is now available on the website and WSO store.
- The 20th anniversary of the Big Red Book is being celebrated and Channen will provide more information about this later in this meeting.
- A new ACA Literature Approval History document was completed, linking titles to original ABC motions.

Unity and Collaboration

- A second Fellowship Group Vote is underway on a proposed change to Concept 2 language.
- Town halls are scheduled for September 19th at 11 AM and 9 PM Eastern.
- The vote is open until December 3rd; results will be presented at the 2027 ABC.
- A ballot proposal is being advanced requiring fellowship approval before new ACA recovery literature development begins.

Governance and Operations

- The OPPM project team completed more than 74 updates, including 32 new policies; 11+ policies and 13 projects remain in the queue.
- A committee review project has been launched to better support volunteers and create a sustainable service structure.

Call to Action

- Members were urged to invite others into trustee service, noting the board can have up to 20 trustees and needs at least two new ones per year.

B. **General Manager Reports** - Bill Dalton, General Manager, presented the report.

Summary Points:

Literature & Sales

- Book sales and contributions have stabilized.
- 4,800 books were moved through the Signal Hill warehouse (Amazon + WSO website direct).
- 17,333 units were transferred for domestic and international distribution.
- The Big Red Book, Loving Parent Guidebook, and Yellow Workbook remain top titles.
- Inflation-based pricing and handling adjustments were implemented on July 15th.

International Expansion

- ACA literature is currently available in about 36 languages, with 72 licensed publications still in translation.
- New distribution hubs are being planned in Egypt and Australia.
- The Japanese Loving Parent Guidebook is being printed for the first time in Japan.
- An 800-book shipment to Amazon Mexico was prepared, which will reduce book costs for the Mexican Fellowship by eliminating cross-border shipping charges of about $9 per book.
- The Strengthening My Recovery book is due to be printed soon in Slovakian.

Technology & Operations

- An independent QuickBooks online backup service agreement was completed in July.
- A Key Performance Indicator (KPI) portal is partially developed and will be unveiled in the next month or two, providing live key performance indicators for the organization.
- Staff worked with Fishbowl on a fulfillment system issue requiring manual corrections.

Communications

- The Comline blog published seven articles so far in September, up from three articles when it

launched in January.

Financial Note

- WSO has been operating at a deficit so far this year; expense reductions were made during the mid-year budget review.

Questions/Comments

- Q: Did the price of the BRB just go up $1?
  - A: Yes we had an inflationary price adjustment in July.
- Q: In professional expenses I noted that year-to-date professional expenses were at $127,000 against a budget of $60,000, putting WSO $67,000 over budget in professional fees, and asked for an explanation.
  - A: This was due to copyright infringement issues requiring attorneys to be engaged.
- Q: There have been a number of people raising concerns about the agreement, and that there was a comment in Slack indicating it was going to be put on hold. Can you provide an update on the status of the communications agreement? While I understand the intent behind it, the agreement may cause more problems than it solves, and I wanted to hear more particularly regarding the comment about it being put on hold.
  - A: The data is still being gathered and we are working through building a solution, so I do not have all the information on this right now. It will be announced once that material is in writing. It is not put on hold just yet.
  - A: The communications agreement is being reviewed.
  - Q: Where people should send their concerns:
  - A: You can direct concerns to secretary@acawso.org.
- Q: Might it be worth increasing the prudent reserve at WSO given the current economic climate?
  - A: The prudent reserve policy is currently being re-examined by the finance committee, and I want to note that the more pressing issue is cash flow, not the prudent reserve itself.
- Q: What is the Safety Resources Committee's role under the communications platform policy, as it appears to serve as the investigator, prosecutor, and executioner of penalties for violating the communications agreement. Is there any avenue for appeal? Can the SRC suspend a delegate from the delegate channel in Slack? By what authority would that be done, given it removes a delegate's ability to participate in discussions?
  - A: There was a lot in this question and the questions have all been answered before. The characterization of SRC as executioners is strong and incorrect as SRC follows guidance from the fellowship about making complaints and follows through on that.
  - Q: Is there an appeal avenue for a suspended delegate?
  - A: [in this case] There had been three opportunities for changed behaviors that were being complained about by the fellowship. Those behaviors did not change, and it was stated specifically that they would not change. So a consequence that was very clearly outlined in the agreement was followed through with.
- Q: Regarding the copyright infringement situation, how long has WSO been in discussion with the infringing party before legal action was initiated.
  - A: WSO has been in discussions with that group for over a year and I want to clarify that we were not necessarily going through legal means, discussions were still ongoing.
  - A: The first interactions occurred in December, with legal action coming a couple of months later at the beginning of the year.

    - A: I want to clarify that what came at the beginning of the year was not legal action *against* them, but rather a legal investigation about the situation.
- Q: I am being barred from volunteering as treasurer due to alleged financial irregularity, despite having proof of no involvement. I have been threatened with police and legal action, denied due process, and having no ability to present my side of the story. I contacted the General Manager multiple times since mid-August with no response.
    - A: GM- This is not accurate as I held a Zoom call with you to discuss this issue, and that WSO's guidance was that this is an autonomous situation with the local intergroup — WSO would not be able to step in on anyone's behalf, as it is up to the local intergroup and the party to work through it.
    - A: I would like to redirect this conversation offline, ask that you send the matter to the Secretary for further discussion.

C. **Treasurer Reports** - Al E., Treasurer, presented the report and this information - see: 2026-09-10 WSO budget changes AE.pdf .

Summary Points:

Why Budget Changes Were Needed

- There was an anticipated significant reduction in literature sales for the year.

Budget Reductions Made

- Contractor expenses were substantially cut; work in these areas continues but at a much slower pace.
- Payroll-related costs were reduced, covering employee payroll and related expenses.
- Board and committee-related expenses were reduced, primarily by removing or deferring funding for the 20th anniversary celebration, an in-person strategic board retreat, professional services, and long-term planning.

New Revenue Streams Added

- Audio digital downloads, previously free, will now carry a fee.
- The literature group discount was reduced, bringing it in line with other 12-step programs that offer lower or no discounts for most orders.

Overall Outlook

- These combined adjustments are projected to allow WSO to close the year with only a minimal deficit — roughly less than one percent of WSO's total budget.
- The changes were reviewed by WSO's contract accounting firm and approved by the WSO board.

Seventh Tradition Contributions

- Contributions from the fellowship continue to exceed budgeted amounts for the year, which Al described as a very positive sign.
- Despite a slight recent decline, contributions remain ahead of budget year-to-date.
- Al E. highlighted a specific example: the Lone Star Intergroup from Texas made a notable Seventh Tradition contribution while Al was presenting from an intergroup retreat.

Call to Action

- Al urged attendees to spread the word about the fellowship's strong contribution performance, while emphasizing that there remains an urgent need for funds to balance the budget.

D. **Finance Committee Reports** - Sylvia M., Finance Committee Member & Controller

(Note: the financial reports presented are for two months prior to the current month.)

Committee Activity

- The Finance Committee met three times in August 2026, reviewing financial statements with an external certified accounting services provider and continuing to strengthen financial reporting processes.

Revised Budget

- The committee completed a revised budget for the year, projecting total revenue and a net loss, while significantly reducing the initially projected deficit through careful review of income sources and operating costs.

Revenue & Cost Measures Reviewed

The committee examined several measures, including:

- Strengthening Seventh Tradition communications
- Updating shipping and handling charges to offset rising delivery costs
- Restoring paid audio downloads and audio licensing revenue
- Aligning contractor expenses with current service providers, producing a meaningful budget reduction
- Adjusting the intergroup literature discount to support the long-term sustainability of the literature program

Contingency Policy

- The committee substantially completed its review of a contingency fund policy, which would establish an annual operating budget buffer for unexpected needs kept separate from the prudent reserve. The final draft was submitted to the board for approval.

Prudent Reserve Policy

- A review of the prudent reserve policy was begun, aimed at ensuring it continues to support long-term financial sustainability, addressing its purpose, authorized uses, replenishment expectations, reporting requirements, and relationship to contingency funds.

Next Steps

- Support the board's review of the contingency fund policy, formally review the prudent reserve policy, monitor the revised budget, identify improvement opportunities, and begin developing the following year's budget.

<u>Questions/Comments</u>

- Q: Is the projected revenue from these changes assuming the same volume of audio downloads and purchases as before, or whether a reduction in demand had been factored in since charging for them would reduce demand? And if so, how?
    - A: The calculation was based on historical data, arriving at a unit amount that was set slightly under historical volume, meaning a modest reduction in demand was already factored in. And yes, the volume would indeed be lower, and that a cushion had been built in to account for the expected drop.
- Q: What kinds of downloads were being referred to, were they were previous AWCs, workshops, or other content and how much the charge would be?
    - A: Previously, downloads from AWC sessions were fee-based at $3 each starting in 2016. During COVID, the board decided to make them free, and that continued until this year. The fee is being restored at approximately $3 per download. AWC workshops

and similar content will carry the fee; however, service recordings and some newcomer recordings are anticipated to remain free. People assume Zoom recordings are without cost, but there is real staff time involved and tracking staff time for the AWC recordings came at a notable cost in labor for uploading, reviewing, and editing. So, the charge is a cost recovery measure.

- Q: In reference to funds being drawn from the International Literature Fund for something related to translation, and I have concern that those funds were intended for a specific purpose. I am unsure which report it appeared in.
    - A: The reference would have been in the Publishing Committee report and also in the Book of Motions. This practice was not new — it occurred last year as well. Legal counsel was consulted, and the funds were used for the Translation Management System (TMS), which supports over 72 translation teams and languages. The annual cost for the TMS is approximately $10,000. This year, funds were also requested to support the translation coordinator who runs the system. A safeguard was put in place: the International Literature Fund cannot fall below $20,000; if it does, future requests will not be approved. At the time the funds were used, the account held $40,000, so the minimum threshold was maintained.
- Comment: Regarding Concept 7 - Power of the Purse, has the idea that the fellowship "votes with its wallet," and whether WSO is living within its means and continuing to look for further areas to trim expenses. The more WSO operates in alignment with the fellowship's will, the more contributions will come in by linking financial health to connection with the conference as the voice and conscience of the fellowship.
- Comment: Regarding Concept 6 — Large Matters of Finance, I wonder whether the WSO annual budget could be considered a "large matter of finance" under Concept 6, and therefore subject to conference approval as some fellowships like NA handle it that way.
    - A: On Concept 6, WSO surveyed all 12-step programs and none of their conferences, except possibly NA through a lengthy three-year process, approved an annual budget. The view is that budget management is a specialty item handled by the business side and trustees with relevant expertise. On Power of the Purse, 7th Tradition contributions are ahead of budget and WSO is on track to receive more in contributions this year than ever before. There is no broad indication the fellowship is withholding contributions, citing recent donations from Texas and Australia as examples.
- Q: What about the idea of creating a dedicated fund, similar to the International Literature Fund, specifically to support in-person AWC and ABC events. I miss in-person gatherings, and wonder whether such a fund had ever been considered.
    - A: I hear this as a ballot proposal.
    - Q: Is this the only way to do it?
    - A: Financially it is feasible from an accounting standpoint, similar to how the International Literature Fund was structured yet it would require either a ballot proposal or a floor motion to pass, because setting up such a fund could divert funds from the operating budget where Seventh Tradition contributions are received.
- Q: On whether the WSO budget itself should be considered a "large matter of finance" under Concept 6, and therefore subject to conference approval, that if a set-aside fund requires conference approval, it seemed inconsistent that the overall budget would not. Also, even though most other programs don't submit budgets to their conferences, this shouldn't necessarily determine ACA's approach.

- A: The established precedent has been to allow the finance committee and WSO to set the budget. If that practice is to change, it would need to be a conference decision — and the mechanism for doing so would be a ballot proposal.

Note: *(All reports can be found on the organization's website at the ACA WSO website, **or** see APPENDIX: Links to Webpages/Reports by Area below for links to specific reports)*

Promise 7 Break - Chris

IV. **WSO Topics**

A. **WSO Board Committees Review/Assessment -** Tamara P. presented
WSO_Committee_Review_and_Assessment_QA_Slides.pdf

Questions/Comments

- Comment: Rather than waiting for people to come forward, I suggest proactively surveying all committees so every committee has a chance to respond — not just those who reach out.
  - Yes, our plan is to survey and talk to all committee chairs as a first step in this project.
- Comments: The Board Chairs Forum is really important and I encourage you to find a way to get it off the ground as it has been struggling. Also, what about creating a committee inventory, similar to how groups do a group inventory, and making that available as a resource. I also think that committee agreements are important as the Charter Committee has agreements and I suggest putting something like that out as a resource, which could be a helpful tool.
- Comment: My personal experience with succession planning is that when I resigned as Ballot Prep Committee chair, it was not possible to identify another person willing and able to step into that role before leaving so I am highlighting succession planning as a real challenge.
- Comment: I suggest widening the scope of inquiry to broaden the review beyond just WSO committees, a healthy World Service Organization needs to be embedded in a healthy service structure for the fellowship as a whole. Also, serving from one's bounty, not from one's reserve is a concept that sometimes comes up around the Seventh Tradition and I wonder how the fellowship can support volunteers in doing that. Overall we need a stronger, healthier, and more distributed service structure to make sustainable service possible.
- Comment/Q: As the Chair of the ABC Sustainability Subcommittee this topic is relevant to the upcoming CBM. This committee review topic is exactly what the Sustainability Subcommittee is raising as breakout room discussions at the coming September meeting. I would like to be informed of exactly where people can feed into the study, so that information could be included in the breakout room planning. I want to note that half of WSO committees and subcommittees are currently on pause or in caretaker mode, which is a very scary situation. The Sustainability Subcommittee itself has shrunk by 50% in the past six months. I am delighted to hear the board is addressing this challenge and the subcommittee looks forward to supporting the process through the September meeting.
  - A: Thank you. The Sustainability Subcommittee is one whose scope has grown significantly, making it an important priority.
- Comment: I suggest tracking volunteers' skills, interests, availability, and experience so the right people are matched with the right work. I also propose creating smaller opportunities for those unable to commit to larger projects, believing service should support recovery

rather than become overwhelming. I had a wonderful onboarding experience and suggest that every new volunteer receive an orientation covering:
    - What the traditions and concepts mean for their particular group
    - Confidentiality and NDA guidelines
    - Roles and communication expectations
    - Healthy service boundaries when difficult conversations arise -one of the most important elements.
- Comment: I had the great fortune of having Greg spend 3–4 months transitioning me into the NomCom chair role before he stepped down, and this mentoring is critically important; I would have been lost without it. I also advocate for in-person gatherings. I attended the 2017 ABC in San Diego and met trustees, getting hugs, and hearing about different committees. As an experience that made me eager to get involved with a committee as fast as possible. The fellowship can't afford not to meet in person because we're human beings and we need to personally interact with each other. I am happy to hear about the committee review study and support the work being done.

B. **ACA Literature: Approval History, Processes and Current Publications -** Sue V. presented **ACA Literature Info.**

Summary Points:

- This document cross-references all published ACA literature with the service body motions that approved them, going back approximately 40 years.
- The Literature policy has evolved over 20 years, with a significant change in September 2020 that introduced fellowship-wide review and final conference approval by the ABC. Four ways new literature originates:
    - A ballot proposal from registered groups
    - A request or submission to the literature committee from a registered ACA group
    - Identification of a literature gap by the committee
    - Identification of a need by the Board of Trustees
- Approval categories shown in the document:
    - Older titles carry the standard ACA logo (approved before the 2020 policy)
    - Newer titles carry a "Fellowship Review" designation (starting with the Loving Parent Guidebook)
    - The trajectory is toward both fellowship review and conference approval
- Books in development highlighted include Ready Set Go, Loving Parent Daily Reader, Boundaries, and Essentials — all with ABC motions and active author/editor teams working behind the scenes.
- One booklet, *Good Enough*, could not be linked to an approving motion (other than a motion to sell it), and Sue flagged this openly, inviting anyone with information to come forward.
- Where to find it: The document is posted on the literature webpage, with plans to also post it on the ACA website.

Questions/Comments

- Comment: My intergroup has been using the *Good Enough* booklet as a resource recently, and through that use figured out that it is essentially a repackaging of material previously published in the Big Red Book — specifically, it contains the questions and the meditations on each tradition from the Big Red Book. So, it is not actually new literature, but rather

existing approved literature presented in a different format.

- Comment/Q: I really appreciate the diligent work put into compiling the information, as I have a strong personal value for transparency. It appears the last time something was published was around 2017, and that the list of items in development seems long. Is there a backlog of things to be published and did something change after 2017 that made the publication process slower or longer?
  - A: It takes several years to develop a book before it can be published. As an example, the approval to do the Loving Parent Guidebook was in 2017, but it was not published until 2021. Books were published after 2021 including New Hope and Connections, and there is a lineup of titles in development. What slowed things down is in 2024, the literature committee chair had to step down at the end of her term, and the board was hearing that many volunteers were burning out. In response, the board formed a literature project team and began building new infrastructure. We came across inconsistent standards across writing, editing, and translation that were creating problems in publishing and translations. The team has been working to establish unified, consistent standards from the moment literature is written through to when it is edited and translated. The project was "pulling the hood up on the engine", examining the parts, identifying what was failing, and creating new infrastructure and standards to move the literature development process forward more quickly.
- Q: I would like clarification on whether there are two "gates" involving the conference — one at the beginning and one at the end? I appreciate the comprehensive literature report and just want to confirm the understanding that the current process includes final conference approval after fellowship review, essentially a gate at the end of the process and is there also a gate at the beginning, where the conference must approve the concept or idea for new literature before development begins?
  - A: Since 2020, the literature policy requires every recovery book to go into fellowship review, then be edited, and then come back to the ABC for final conference approval- that is the current end-stage gate. The beginning gate (conference approving the concept before development starts) is not in the current literature policy. This is precisely why the board and literature committee are putting forward a ballot proposal — to require that substantive ACA recovery literature receive approval from the fellowship and the conference before development begins, since that step currently does not exist.
- Q: There was a book that was discussed at one point described as a "little big red book" or "little red book." It was intended as a mini version of the Big Red Book for beginners that wouldn't be so overwhelming. Is this on the literature list?.
  - A: This book is still in process and is currently titled ACA Essentials. It went through several working title changes, including "Getting Started" at one point. The team has been working to move it toward publication.

C. **Anniversary Celebrations Planning Update**s - Channen S.

<u>Summary Points</u>

- Big Red Book 20th Anniversary Event:
  - Scheduled for November 15th, 11 AM – 1 PM Eastern
  - Title: The Big Red Book at 20: A Legacy of Hope, Healing, and Recovery
  - Hosts will be Tamara and Adelina; guest speaker is Claudia Black

- 2027 AWC (Annual World Conference):
  - Approved theme: Reparenting Our Inner Family: From Isolation to Connection
  - Theme was selected based on a survey with 406 responses
  - Event dates: April 9–10, 2027, starting at 6 PM Eastern on April 9th and running through 9 PM Eastern on April 10th.
- 50th Anniversary Planning:
  - Current working theme: 50 Years Towards Connection and Unity
  - Envisioned as a year-long, worldwide celebration reflecting ACA's diversity and growth
  - Plans to partner with intergroups to hold celebrations of varying sizes globally — including North America, Europe, Australia, Mexico, and South America
  - Events could range from multi-day gatherings to a few hours, including activities like walks and hikes
  - The 50th is seen as an opportunity to celebrate ACA's history, strengthen worldwide fellowship connections, invite new people into service, and begin thinking about ACA's next 50 years.

IX. **Closing**

A. Announcements

- The next Board Meeting with the Fellowship will be held on December 12, 2026.
- The updated Book of Motions will continue to be posted monthly on the WSO website.
- The OPPM and WSO Policy and Projects in Development list is updated quarterly.
- Please direct any questions to the relevant Committee email (see: Organizational-Chart-Committees-Staff-List for email addresses) or send them to the Board at Secretary@acawso.org
- Following this meeting, some committee breakout rooms will be available for those interested (see list below).

B. Motion to Adjourn Meeting

C. Closing Serenity Prayer

Post-Meeting Breakout Rooms

- ❖ Board of Trustees with Tamara P., Dove H.
- ❖ Concepts Committee with Josh W.
- ❖ Nominating Committee with Denise R.
- ❖ Literature, Publishing & Translations with Sue V.

REFERENCE Link: WSO Resources List

APPENDIX: Links to Web Pages/Reports by Area

1. Fellowship and Public Services

a. European Committee: Chair - Open
b. Global Members Committee: Chair -Open
c. Literature Committee: Chair - Open; LAP team interim
d. Member Services Committee: Chair - Open

e. Nominating Committee: Chair- Denise R.
f. Public Services and Hospital & Institutions Committee: Chair -Open
g. Safety Resources Committee: CoChairs -Marcin C. & Lisa M.
h. Volunteer Resources Committee: Chair- Open

2. ABC/Conference

a. ABC Committee: Chair - Charlie H.
    i. Charter ad hoc: Co-Chairs - Josh & Mary Jo
    ii. ABC Sustainability Group: Chair - Marion M.
    iii. Delegate Engagement Open
b. Ballot Preparation Committee: Chair - Open
c. Concepts Study: Chair: Josh & Kelle (TBC)

3. WSO Operations

a. Archives Committee Chair - Joe C.
b. Audit Committee Chair - Phillip
c. Data Analysis Committee Chair: Brian P.
d. Finance Committee Chair - Al E.
e. Information Technology Committee - Chair: Brad L. (TBC)
f. OPPM Team working on updating project: Dove H., Mary Jo L., Sue V. & Trish (staff)
g. Publishing Committee Chair - Open (Sue V., trustee liaison supporting the committee)
h. WSO Office General Manager - Bill D.