

**Quarterly Delegate Meeting Minutes (draft)**  
**February 3, 2024**  
**9:00 AM - 1:00 PM ET**

Secretary: Karin O.

Asst. Secretary: Trish I.

**Opening:**

- Serenity Prayer – [Link-Delegate Binder \(DB\). p4](#)
- Diversity Statement – [Link-Delegate Binder. p12](#)
- Commitment to Service Reading – [Link-DB. p10](#)  
*Notice: Meeting is Recorded*
- WSO Co-Chair Introductions

**Introductions**

- Parliamentarian
- Timekeeper(s)
- Points of Information
- Points of Order
- Point of Safety

**Technology Briefing** - [Link-Delegate Binder. p14](#)

- Introduce tech team
- Raised hands/reactions
- Tech help questions
- Website page
- How to change language
- How to save chat transcript

**Setting the tone**

**Zoom etiquette**

- [Safety protocol](#)
- Zoom etiquette
  - Minimize distractions
  - Neutral Zoom background
  - Renaming yourself

**Establish Quorum:** 50 delegates raised their hands to establish quorum.

**Review of the Agenda**

**ABC Study Group Update-Conference Charter**

- Presentation - see [Link](#)
- Q&A
  - Q: Is the skeleton piece to the point where it could be shared? I know there is a high level of interest on what the charter is going to look like.
  - A: The sub committee hasn't come to group conscience to share it at this point. We can have a discussion as a subcommittee to consider this.
  - Q: How will this be finally ratified? Will the whole fellowship have to vote on it? We've needed this for a long time.
  - A: There's been discussion on this in both study groups. At minimum it would need to be conference ratified but there may be additional other steps and this is in discussion. If delegates have thoughts about this they can send them to the study groups.
  - Q: What is the email for the ABC's study group?
  - A: The email is in the report - [ABCstudy@acawso.org](mailto:ABCstudy@acawso.org)

### Concepts 2 & 6

- Presentation -see [Link](#)
- Q&A
  - Q: What is the purpose? Are you re-writing concepts 2 and 6?
  - A: The purpose was to study the issues. The first thing noted was Concept 2 did not specify "who" so it needed to be modified. Concept 6 the same issue came up about the relationship between conference and world service. A broader re-write of both was possibly needed however some of this can go into the charter. The agreement is that Concept 2 needed to be corrected and Concept 6 re-worded.
  - Q: I like the recommended language for concept 2. I have a question about the proposed motion. If you are requesting an extension to the end of May, which is beyond the date of this year's business conference?
  - A: My understanding is to allow for any wrap up work that needs to be done. The proposal will be made to the ABC. We have not made a decision on fellowship approval.
  - Q: You are expecting to have a final report and recommendation by the ABC this year?
  - A: That is correct and the intent of the motion.
  - Q: Could you please clarify what additional wrap-up work you are expecting to do after the ABC after having made the proposal?
  - A: My intention is that there be no additional work done yet it is possible that there is something else that needs to be done. A lot depends on the recommended process for approval.

**Motion:** To extend the end date of the Concepts 2 &6 Study group until May 31, 2024 so that it can finalize recommendations to be presented at the ABC 2024. (Concepts 2 & 6 Study Group)

Voting results: 69 delegates voted “In favor” and one abstained. Motion passed unanimously. No need for minority opinion since there were no “Not in favor” votes.

## Literature Update

- Presentation - see: [Link](#)
- Q&A
  - Q: One question that has come up with Concept 2 and 6 in mind, would it be advantageous to have any literature brought forward from the board or committee run by the conference first before any work is taken since it could lead to wasted effort? Might it be better to do this?
  - A: we've been looking within the lit committee for the role of the delegates. Under the OPPM, the delegates don't get involved until the literature review and then has gone to conference approval. So that will happen with the safety tent card and this coming ABC. It is a long process, approving conference room literature.
  - Q: The safety tent card did come from a floor motion of the conference. My one concern is that since WSO is so stretched for volunteers, I wonder if instead of having them work on creating new literature to have them focus on literature that are conference approved.
  - A: We welcome a big conversation on this topic and will have a town hall at some point to get delegate points.
  - Q: Mine is a question on number 3, the literature committee creating its own piece of literature that is granted the authority by the OPPM. Is that accurate?
  - A: Yes, I believe it is correct, but don't quote me. OPPM says: Any ACA member or group is invited to submit proposals at any time to create or revise ACA literature. Proposals also may come from the WSO Board and Literature Committee itself.
  - Q: One high level thing that is a crossover for literature and finance. There is the International Literature fund and it is the only fund you can earmark. What if you only wanted to make a 7th tradition donation to a specific project. I would like to make my 7th tradition to specifically go to literature development - how would we go about to do such a thing? How would this be possible?
  - A: Good question. Literature committee has a zero budget. We work with volunteers, we don't spend any money.
  - Q: In a past ABC there was discussion about dividing the BRB so there would be a Service Manual - what is the status of that?
  - A: The service manual is one of the subcommittees of literature and development. The committee working on the service manual has changed to working on the question and answer about service that they may want to put on the web. If the service manual calls to your heart, we would love your help.

- Q: My groups are appreciative of the surveys - how will they be listed for those for who do not have a delegate?
- A: The surveys themselves go out to each meeting contact listed on the web so they go through the delegates. The survey will be announced in the traveler. We have established a new subcommittee called communications where we look at Slack and the Traveler and Comline to look at messages we need to get out. Please join us.
- Q: For *A New Hope* when it goes to the publishing committee what do they do?
  - A: The publishing committee works with a special worker to format after the document has been approved for fellowship review and then they go back to the writer team for feedback on the formatting and then the document is released for sale in fellowship review mode for up to 3 years.

## Break

## Board Updates

- Presentation - see: [Feb 3 QDM Board Update \(3\).pdf](#)  
[2024-02 QDM Board Presentation.pptx \(3\).pdf](#)
- Q&A
  - Q: Is the goal to push the number of trustees up, so the board can have a lot more breathing room?
  - A: We have a maximum of 20 and 5 is too close to the wire. My comfort level is 8-10 minimum yet 15 would be great especially if we have some part-time Trustee.
  - Q: Along with the financial audit of non-profits when they reach a certain income level, they also go through organizational evaluations. Has ACA considered doing this? I would highly recommend it particularly along the lines of looking into things like diversity and inclusion, equity within the fellowship and how it does outreach and in literature.
  - A: We are a work in process...and yes, yes, yes. We are looking at doing a lot of audits within the board. It is a great idea to do an evaluation and it is not part of the audit.
  - GM - The board started the evaluation process with strategic meetings and looking to have funds for having a management consultant to help with evaluations.
  - Q: You mentioned committee consultation. Can you explain what it looks like and what it involves?
  - A: It is a work in process. It depends on the priority. For instance if someone is saying this needs to come to the board then Trish will assess if it is ready to come to the board. The online collaboration is just starting up. For instance if something comes to the board. Trish will evaluate if it is ready to come to the board - does it have enough consultation with other groups and committees.
  - Q: One, I noticed the thing about crossing the chasm and becoming the

better version of ourselves as WSO, and how do we get there like with strategic planning or change in management. So do we need outside help and do we have the money for that right now? Is there a specific earmarked fund for that? Secondly, other 12 step programs have non-member board functions, which might be something to consider? And lastly, the lack of volunteerism which is endemic across ACA, at all levels of service it's a challenge to get people to step up, so do we need to make that the focus over the next X-number of years?

- A: We did put in some dollars for outside consultation and talking with other 12 Steps programs as to implementing Class B Trustees, it is on the table - good ideas yet work in process.
- Q: Could you provide details about the service academy?
- A: The Service Academy - we are in collaboration and partnership with the facilitators - Charlie, Erin & Mary Jo - and we will have more information available. We want to have a centralized place for training and orientation for WSO service. We are just at the birthing stage.
- Q: The organizational consultants are awesome. The information and goals would get lost from the consultants and there was very little carry-over between consultants and changing board members. When there is a consultant hired in the future, maybe this stuff can be presented to the fellowship at the ABC to get fellowship and delegate support in this area.
- A: We totally agree and notice the same things. Another 12 Step organization has had the same consultant for many years and we are looking at this. Thank you.
- Q: We had meetings that had reps that went to the intergroups that had reps that went to the regions and they had reps to go to the WSO. Right now, regional reps have to go through the same vetting through WSO, no other backing. I am wondering if we are honouring our service structure? I know it's not in the OPPM that way, but can the OPPM be changed?
- A: We are looking at everything including what you just said. We are in the assessment stage with OPPM. I think we will all be pleased when we finish this.
- Q: I want to second the idea to bring more transparency and sharing to the fellowship about what's going on with the consulting as it pertains to issues of equity and diversity, historically marginalized groups and experiences, especially those who have experienced generations of social inequity. Transparency is important to enable folks to have more of a voice and participate through the barriers of the conventions and policies that are part of systemic rigidity.
- A: We are all on the same page. That is the intention and at the 2024 ABC you will be able to meet the auditor.
- Q: Translated:What were the three pieces of literature in the report? Latest copyright infringement infractions?

- A: It was copyright and I will ask the General Manager to respond. Copyright infringements of ACA literature put ACA WSO at risk. People brought to our attention there were pdf's of one of our books posted for free on a group website. We wrote to them and they did not respond so we had to get a copyright attorney involved and we are waiting on results. There were two other cases of infringement on a marketing sales platform where they had printed our books. We wrote to them and one responded. We turned it over to our copyright attorney and they are working with a partner in that country to respond. You can contact Bill at [GM@acawso.org](mailto:GM@acawso.org) if you have any other questions.

### **Service Breakout Room Discussions**

*[Before breakout rooms, Jim R., Volunteer Resources Committee Chair, gave a personal share about his involvement in WSO service]*

### **IT Update**

- Presentation *[Brad L. IT Manager, presented an overview of a mock-up of the new ACA website].*
- Q&A
  - Q: Quick feedback- a couple of the specialized buttons such as additional search items in particular my inner child doesn't speak english and I would suggest they should be highlighted a lot more than they are in this current draft as it's easy to miss. Inclusion of non-sighted visitors, can you explain? IS there going to be a separate page to be made that's easier for screen readers?
  - A: Thank you for your suggestion. There is an entire accessibility menu and we are looking at companies to use. We will have more accessibility in 2024 and even more in 2025 when we have more funds.
  - Q: We have talked about some of the things literature would want to show on the website including literature in progress. I'm wondering if there is going to be any formal review by different committees that may want to have some content related to them thinking about spiritual inclusion and a lot of different content areas. Do you have built into your process some kind of review by different committees before you go live?
  - A: Absolutely. We just met with spiritual inclusion and we know about literature in production. As we get the volunteer page ready for review we will meet with the Volunteer Resources Committee. When this website launches it will continue to grow if we do not get to all the committees.
  - Q: What is the purpose of having the meetings numbered? And our meetings are already numbered. Why did you decide to have 2 numbers? It looks confusing to me.
  - A: We have 30 meetings per page so the meeting come up based on selection. If a person wants to know what page they are on having the numbering to know what page they are on. Some people wanted this and

we are trying to find balance. If we get feedback that the majority do not want this we can change it.


### **Name Change Study**

- Presentation - Brad L., Name Study Chair, gave some verbal updates including:
  - Our purpose is to create an ad hoc committee to explore changing the fellowships name, logo, acronym, and any other identifying marks to include dysfunctional families.
  - This group would meet for a year and then report results during the 2023 ABC and if not ready for the 2023 ABC then report the potential recommendation at the 2024 ABC. That's what we're going to do.
  - We have done a survey. We have done a town hall. The survey was just fantastic. We had 7,000 people respond to the survey from all over the world.
  - We are going to be doing a second survey. It's going to be coming out within the next month.
- Q&A
  - Q: Will there be a link to this report that I can show my group for IT and Name Study?
  - A: Not for this, because the IT report is me showing the website and you can tell them that the new site is coming hopefully in the next 2-3 months.
  - Q: When the new website goes live is it a beta version or will the red and blue cease?
  - A: There are going to be people testing the site. This will be replacing the adultchildren.org (red) site. The acawso.org blue (service) website will continue on, but it needs attention and love.
  - Q: Regarding Town Halls - how did they go and are there any summary points?
  - A: From the town halls, we got a lot of people to give their feelings about the name change. There is overwhelming support for inclusion in this fellowship and that the name communicates inclusion. That was clear in the survey.
  - Q: When the new website is updated will the search functionality for Intergroups improve?
  - A: It has been the bane of our existence and we are doing a full rewriting, and it is one of those things that is long overdue. It is a work in progress. The intergroup search will be working properly with the launch of the new website.

### **Ballot Prep Committee**

- Presentation - see [Link](#)
- Q&A
  - Q: I saw that there are some translations of the ballot. How can you help to have more ballots translated into more languages?

- A: We have a translated team that coordinates translators. If you have volunteers that are interested in preparing ballot translations please send an email to [BPC@adultchildren.org](mailto:BPC@adultchildren.org) We asked the translation teams to translate the ballots and did not get a big response. If someone is interested in doing this it is not too late. Please see an email to [translations@acawso.org](mailto:translations@acawso.org)
- Q: Is there anything I can do to be able to speak into Spanish and have the transcript translated?
- A: I made a mistake and did not have the translation plug in started at the beginning of the meeting.
- Q: I was disheartened last year when none of the ballots made the threshold. If we were to get a majority of ballots passed, are there any plans for the runover since one of the ballots is about the QBM there.
- A: The QDM's were established to accommodate items that could not be handled in the ABC. I think the ABC committee will look at this once the ballot results are published to see what can be accomplished in the ABC.
- Q: Right now, the voting for the proposals is the yes votes are counted and then no votes are counted with the undecided. The chances of anything passing numerically are slim to none. Back in the day, when we voted we had the worldwide fellowship vote on the proposals yes or no. At the time that was taken at the ABC was decided how to implement. Those proposals were passed. I hope somebody would think about that in the ballot prep committee or on the board to change the policy because the ideas are coming into the fellowship and that's what should be reflected.
- A: My understanding is that any group can decide - yes, no or undecided and undecided is like an abstain. The "yes" and "no" are counted and "undecided" is not counted as part of the total.
- Q: Will we be recording the town hall recordings this year?
- A: Yes, they will be recorded and will be available on the Ballot Prep Committee webpage.
- Q: Is there a way for us to go through Survey Monkey to kind of look at the questions without answering each screen to get there? Can I take people through the survey monkey? What is the time commitment?
- A: There's a pdf of each ballot to see the whole thing online without having to go into Survey Monkey. I can create a pdf of the ballot so you can show the groups. This is a great question about greater transparency within the group.
- Q: Can the committee/ data collection committee provide help with creating the survey for one individual group?
- A: IT Manager - If you need help, you can contact me about this as there is a lot of free stuff. Any group can contact IT tech for help with this.

**Nominating Committee Presentation** - see:  [Nom Com QDM Presentation.pdf](#)

 [NomCom QDM Talk Pts 24.2.3.pdf](#)



Request by the meeting chair to extend the meeting by 10 minutes so the Racial Trauma Service Group can present since their presentation was missed. There was unanimous agreement by delegates to extend.

### **Racial Trauma Service Group**

- Presentation - Alaska and Willie presented a verbal report including:
  - I brought a floor motion and was able to start the Racial Trauma Service Group. And so I've been giving reports at the quarterly meetings and I'm going to give a brief report of what we've been working on the past few months.
  - One of the things that we've been working on is creating or starting off with the idea of inventories. And now it's kind of moved to inventory and questions. It would kind of be like the fourth step, the fourth step inventories that are in the yellow workbook but they would be on, experiences of racism and then generational racial trauma. And so we've gotten pretty far along with that.
  - What we're running into is really seeing the effects of racism and racial trauma is at the root of many of our dysfunctional behaviors and then our families, our parents or caregivers dysfunctional behaviors.
  - Then the next thing that we're working on is we are going to take over an issue of the ComLine. We're gonna make a call for people to send in - it could be a share, it could be artwork, it could be spoken or music - anything that for them represents their experience or what they are learning about their own family's experiences with racial trauma, how it has affected being adult children. This is going to be the April 15 issue of the ComLine.
  - The Racial Trauma Service Group's purpose is not just about getting shares from into ACA literature. In our implementation plan we presented, the fourth point was added on because at the time and currently still there is not a committee that is looking at the policies and projects to ensure that racial bias and or systemic oppression are being appropriately considered and addressed. This is not the original purpose or intent of this group and there is a ballot proposal that does speak to looking at this kind of stuff within the ACA.
  - the intention would be you know should that ballot proposal pass we would get to focus on those main those first 3 points which is really around developing literature and then being involved in kind of literature review to to help reflect the impacts of racial trauma as being included and then the you know we are
  - We are currently endorsing the ballot proposal which would create a committee to look more at policies, procedures, conventions, things like that so for these kinds of mechanisms in the whole service structure, there is representation that is more accessible and reflective of the whole

service structure, and reflective of the broader diversity.

- Q&A
  - Q: Regarding the review of literature, I think it's really an important point and with the chair of literature evaluation, we are going to implement a procedure whereby we invite a review of literature that is under consideration by the racial trauma group. We hope to have a group for LGBTQ. So when we look at inclusion, there are a number of constituents whose voices we need to hear and actively working right now on looking to create those groups if they don't exist. In the future, the evaluation of literature that comes up in the future would go to these groups for a separate review.
  - A: In regards to literature evaluation, we are connected in many new ways then before. I think our literature is monolithic in a way it is North American centric so we want to engage more participation from more writers from a variety of different backgrounds.

### **Closing**

- Final thoughts from delegates
- Thank you to volunteers and delegates
- Next ABC May 18th-19th
- Serenity Prayer [Link-Delegate Binder, p4](#)

*Following closing of meeting:*

**Break out Rooms** -New delegate engagement, Committees, Study groups & the Board