

2024 DRAFT v1.3

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**The Delegate Guidebook for the
2024 Annual Business Conference**

**Adult Children of Alcoholics® / Dysfunctional Families
World Service Organization, Inc.**

**Held virtually across the globe
on May 18th and 19th, 2024**



NOTE: This version of the Delegate Guidebook is incomplete. However, it contains information that will be very useful to Delegates in preparing for service at the Annual Business Conference.

New versions of this Guidebook will be posted as more content becomes available and is added to the Guidebook. New content will be marked with a date indicating when it was added.

Please be patient as we continue gathering information for you and making it available as far in advance of the conference as we can.



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INTRODUCTION: ACA FOUNDATIONAL DOCUMENTS

Serenity Prayer/Secular Serenity Affirmation

***God, grant me the serenity
to accept the people I cannot change,
The courage to change the one I can,
And the wisdom to know that one is me.***

From Adult Children of Alcoholics/Dysfunctional Families (BRB)
Chapter 14 – Taking our Program to Work

ACA Secular Serenity Affirmation

***Today I seek the serenity
to accept the people I cannot change,
the courage to change the one I can
and the wisdom to know that one is me.***



The Problem

(Adapted from The Laundry List)

Many of us found that we had several characteristics in common as a result of being brought up in an alcoholic or dysfunctional household. We had come to feel isolated and uneasy with other people, especially authority figures. To protect ourselves, we became people-pleasers, even though we lost our own identities in the process. All the same we would mistake any personal criticism as a threat. We either became alcoholics (or practiced other addictive behavior) ourselves, or married them, or both. Failing that, we found other compulsive personalities, such as a workaholic, to fulfill our sick need for abandonment.

We lived life from the standpoint of victims. Having an overdeveloped sense of responsibility, we preferred to be concerned with others rather than ourselves. We got guilt feelings when we stood up for ourselves rather than giving in to others. Thus, we became reactors, rather than actors, letting others take the initiative. We were dependent personalities, terrified of abandonment, willing to do almost anything to hold on to a relationship in order not to be abandoned emotionally. Yet we kept choosing insecure relationships because they matched our childhood relationship with alcoholic or dysfunctional parents.

These symptoms of the family disease of alcoholism or other dysfunction made us “co-victims,” those who take on the characteristics of the disease without necessarily ever taking a drink. We learned to keep our feelings down as children and kept them buried as adults. As a result of this conditioning, we confused love with pity, tending to love those we could rescue. Even more self-defeating, we became addicted to excitement in all our affairs, preferring constant upset to workable relationships. This is a description, not an indictment.

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The Solution

The Solution is to become your own loving parent. As ACA becomes a safe place for you, you will find freedom to express all the hurts and fears you have kept inside and to free yourself from the shame and blame that are carryovers from the past. You will become an adult who is imprisoned no longer by childhood reactions. You will recover the child within you, learning to accept and love yourself.

The healing begins when we risk moving out of isolation. Feelings and buried memories will return. By gradually releasing the burden of unexpressed grief, we slowly move out of the past. We learn to reparent ourselves with gentleness, humor, love, and respect. This process allows us to see our biological parents as the instruments of our existence. Our actual parent is a Higher Power whom some of us choose to call God. Although we had alcoholic or dysfunctional parents, our Higher Power gave us the Twelve Steps of Recovery.

This is the action and work that heals us: we use the Steps; we use the meetings; we use the telephone. We share our experience, strength, and hope with each other. We learn to restructure our sick thinking one day at a time. When we release our parents from responsibility for our actions today, we become free to make healthful decisions as actors, not reactors. We progress from hurting, to healing, to helping. We awaken to a sense of wholeness we never knew was possible. By attending these meetings on a regular basis, you will come to see parental alcoholism or family dysfunction for what it is: a disease that infected you as a child and continues to affect you as an adult.

You will learn to keep the focus on yourself in the here and now. You will take responsibility for your own life and supply your own parenting. You will not do this alone. Look around you and you will see others who know how you feel. We will love and encourage you no matter what. We ask you to accept us just as we accept you. This is a spiritual program based on action coming from love. We are sure that as the love grows inside you, you will see beautiful changes in all your relationships, especially with God, yourself, and your parents.

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The ACA Twelve Traditions

1. Our common welfare should come first; personal recovery depends on ACA unity.
2. For our group purpose there is but one ultimate authority – a loving God as expressed in our group conscience. Our leaders are but trusted servants, they do not govern.
3. The only requirement for membership in ACA is a desire to recover from the effects of growing up in an alcoholic or otherwise dysfunctional family.
4. Each group is autonomous except in matters affecting other groups or ACA as a whole. We cooperate with all other Twelve-Step programs.
5. Each group has but one primary purpose – to carry its message to the adult child who still suffers.
6. An ACA group ought never endorse, finance, or lend the ACA name to any related facility or outside enterprise, lest problems of money, property, and prestige divert us from our primary purpose.
7. Every ACA group ought to be fully self-supporting, declining outside contributions.
8. Adult Children of Alcoholics should remain forever non-professional, but our service centers may employ special workers.
9. ACA, as such, ought never be organized, but we may create service boards or committees directly responsible to those they serve.
10. Adult Children of Alcoholics has no opinion on outside issues; hence the ACA name ought never be drawn into public controversy.
11. Our public relations policy is based on attraction rather than promotion; we maintain personal anonymity at the level of press, radio, TV, films, and other public media.
12. Anonymity is the spiritual foundation of all our Traditions, ever reminding us to place principles before personalities.

The Twelve Traditions are reprinted and adapted from the original Twelve Traditions of Alcoholics Anonymous and are used with the permission of Alcoholics Anonymous World Services, Inc.

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The ACA Twelve Concepts for World Service

Concept I – The final responsibility and the ultimate authority for ACA World Services should always reside in the collective conscience of our whole fellowship.

Concept II – Authority for the active maintenance of our world services is hereby delegated to the actual voice, the effective conscience for our whole fellowship.

Concept III – As a means of creating and maintaining a clearly defined working relationship between the ACA meetings, the ACA WSO Board of Trustees, and its staff and committees, and thus ensuring their effective leadership, it is herein suggested that we endow each of these elements of service with the traditional Right of Decision.*

**The right of decision as defined herein refers to:*

- 1) the right and responsibility of each trusted servant to speak and vote his/her own conscience, in the absence of any contrary mandate, on any issue regardless of the level of service;*
- 2) the 12 Steps, 12 Traditions, and the Commitment to Service will be followed by trusted servants in decision making;*
- 3) delegates to the Annual Business Conference are trusted servants and therefore equally guided by the 12 Steps, 12 Traditions, 12 Concepts, and the Commitment to Service;*
- 4) standard practice that decisions made by subcommittees are subject to the authority of the service body which creates its mission and defines its parameters.*

Concept IV – Throughout our structure, we maintain at all responsible levels a traditional Right of Participation.

Concept V – Throughout our structure, a Right of Petition prevails, thus assuring us that minority opinion will be heard and that petitions for the redress of grievances will be carefully considered.

Concept VI – On behalf of ACA as a whole, our Annual Business Conference has the principal responsibility for the maintenance of our world services, and it traditionally has the final decision respecting large matters of general policy and finance. But the Annual Business Conference also recognizes that the chief initiative and the active responsibility in most of these matters would be exercised primarily by the Trustee members of the World Service Organization when they act among themselves as the World Service Organization of Adult Children of Alcoholics.

Concept VII – The Annual Business Conference recognizes that the Articles of Incorporation and the Bylaws of the Adult Children of Alcoholics World Service Organization are legal instruments: that the Trustees are thereby fully empowered to manage and conduct all of the world service affairs of Adult Children of Alcoholics.

It is further understood that our World Service Organization relies upon the force of tradition and the power of the ACA purse for its final effectiveness.



Concept VIII – The Trustees of the World Service Organization act in this primary capacity: with respect to the larger matters of over-all policy and finance, they are the principal planners and administrators. They and their primary committees directly manage these affairs.

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.

Concept X – Every service responsibility should be matched by an equal service authority – the scope of such authority to be always well defined whether by tradition, by resolution, by specific job description, or by the Operating Policy and Procedures Manual and bylaws.

Concept XI – While the Trustees hold final responsibility for ACA's World Service administration, they should always have the assistance of the best possible standing committees, corporate trustees, executives, staffs, and consultants. Therefore the composition of these underlying committees and service boards, the personal qualifications of their members, the manner of their induction into service, the systems of their rotation, the way in which they are related to each other, the special rights and duties of our executives, staffs and consultants, together with a proper basis for the financial compensation of these special workers, will always be matters for serious care and concern.

Concept XII – In all its proceedings, Adult Children of Alcoholics World Service Organization shall observe the spirit of the ACA Twelve Traditions, taking great care that the conference never becomes the seat of perilous wealth or power; that sufficient operating funds, plus an ample reserve, be its prudent financial principle; that none of the Conference members shall ever be placed in a position of unqualified authority over any of the others; that all important decisions be reached by discussion vote and whenever possible, by substantial unanimity; that no WSO action ever be personally punitive or an incitement to public controversy; that though the WSO may act for the service of Adult Children of Alcoholics, it shall never perform any acts of government; and that, like the fellowship of Adult Children of Alcoholics which it serves, the WSO itself will always remain democratic in thought and action.

The Twelve Concepts are reprinted and adapted from the original Twelve Concepts of Alcoholics Anonymous and are used with the permission of Alcoholics Anonymous World Services, Inc.

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The ACA Twelve Concepts



The Suggested Commitment to Service

(from page 601 of the ACA Fellowship Text)

I perform service so that my program will be available for myself, and through those efforts, others may benefit. I will perform service and practice my recovery by:

1. Affirming that the true power of our program rests in the membership of the meetings and is expressed through our Higher Power and through group conscience.
2. Confirming that our process is one of inclusion and not exclusion; showing special sensitivity to the viewpoint of the minority in the process of formulating the group conscience so that any decision is reflective of the spirit of the group and not merely the vote of the majority.
3. Placing principles before personalities.
4. Keeping myself fit for service by working my recovery as a member of the program.
5. Striving to facilitate the sharing of experience, strength, and hope at all levels: meetings, Intergroups, Regional committees, service boards, and World Services.
6. Accepting the different forms and levels of service and allowing those around me to each function according to their own abilities.
7. Remaining willing to forgive myself and others for not performing perfectly.
8. Being willing to surrender the position in which I serve in the interest of unity and to provide the opportunity for others to serve; to avoid problems of money, property, and prestige; and to avoid losing my own recovery through the use of service to act out my old behavior, especially in taking care of others, controlling, rescuing, being a victim, etc.
9. Remembering I am a trusted servant; I do not govern.



ACA Diversity Statement

At the ABC on April 25-26, 2019, the following statement was adopted:

“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.”



Strengthening My Recovery, May 18

May 18

Service

“Meanwhile, those who are spiritually awake accept Twelve Step work with an attitude of service rather than sacrifice. By the time we reach this Step, we know the difference between being a rescuer and giving service with love.” BRB p. 289

Placing the Solution and Problem on the walls does not a meeting make. Reading the opening script and closing down the meeting doesn't make a meeting either. What makes the meeting is the spirit with which these tasks are done. Giving service from a space of love in ACA is a spiritually-enhancing experience for all involved. By the time we have been in ACA for awhile, after having taken the Steps and being graced with a spiritual awakening, our ability to do service from love has also been established.

We know the difference between control and service. We know of tolerance and boundaries. We know how to be thoughtful, realizing we are only seeking to follow the group's conscience in furtherance of our primary purpose – to carry the message to the suffering adult child who is seeking recovery.

Adult children are attracted to spiritually-awakened ACAs and groups, and wish to help keep the doors open. We realize that were it not for the meeting, we might have little hope of recovering, and we trust each other since our service comes with no strings attached.

On this day I will give service to the ACA fellowship from love, realizing that I am supporting my own progress when I help make another member's progress possible.



Strengthening My Recovery, May 19

May 19

Unique Journey

“We find that a difference in identity and purpose distinguishes Adult Children of Alcoholics from other 12-Step Programs and underscores the need for our special focus.” BRB p. 81

Our first ACA meeting may have seemed almost overpowering for many of us. From our war-zone childhood homes, we brought with us our hypervigilance, anxiety, and anger. We were on high alert as we scanned the “weirdos” sitting around us.

Some of us entered these rooms after finding that our other Twelve Step programs weren’t giving us the emotional sobriety we needed. Some of us came after chance encounters with people who saw how troubled we were and asked us if we’d grown up in an alcoholic home, or with some other severe dysfunction. It may have felt embarrassing to be so easily diagnosed, but knowing there was a place where we might be heard felt hopeful.

In spite of our anxiety at our first meeting, we were hooked. We heard laughter and secrets from others that convinced us we weren’t unique or insane, only sick from overexposure to parental addiction.

As we kept coming back, we found a sponsor and other fellow travelers we trusted who helped us through our Step work. We learned how shame and guilt had controlled our adult lives, and how we were conditioned to take responsibility for other people’s problems. We were now on a unique journey to reparent ourselves.

On this day I will appreciate who I am, knowing that going to ACA and practicing its principles can take me home – not again, but for the first time.



INTRODUCTION: ROLE & FUNCTION OF ABC AND DELEGATES

What is the Annual Business Conference (ABC)?

- The ABC, generally held annually in May, is where the ACA Fellowship has the opportunity to send a Delegate to represent their Meeting, Group, Intergroup, or Region to discuss and vote on fellowship business, including:
- Various issues related to the business of the ACA World Services Organization (WSO), including those brought forth by the Fellowship through the Ballot Proposal Process and/or through a Floor Motion and/or by the WSO Board of Trustees;
- Reviewing reports of the work of the WSO and its committees over the past year, and ask any questions as time allows;
- Ratifying Board Members for the WSO Board of Trustees – see the [Operating Policy and Procedures Manual \(OPPM\)](#) Appendix IV and ACA WSO [Bylaws](#) Article IX.5;
- Ratifying Committee Chairs (see [OPPM](#) p 23).

What is an ABC Delegate?

- An ABC Delegate is an elected representative of a registered ACA Group, Meeting, Intergroup, or Region who serves to communicate the voice of the group to the WSO at the ABC. They are given the autonomy to vote in a manner that represents their group's conscience to the best of their ability, taking into account any new information that is presented. (see Concept III)
- Any member of the Fellowship can attend the ABC as an observer.
- See more at [ACA WSO OPPM](#) p 42.

What is the importance of attending the ABC?

- Attending the ABC provides the opportunity for a group to have a voice according to the Right of Participation as stated in The Twelve Concepts.
- Every group/intergroup/region is encouraged to elect a Delegate to represent their group conscience via voting at the ABC per [Concepts](#) II, III, VI, and XII.

Can a group have more than one delegate?

- An individual group may have only one registered Delegate at a time. Two individuals may alternate holding the position of voting Delegate for their group as long as they are both registered and have indicated how they will share their responsibilities, e.g., person A will cover the first day and person B will cover the second day.

Can an individual be a delegate for more than one group?

- No, an individual can only serve as a delegate for one registered group, whether it's a meeting, an Intergroup or a Region

What are Ballot Proposals?



- Ballot Proposals are the specific actions or changes being sought from WSO, submitted by ACA Groups/Intergroups/Regions to be considered by Delegates as part of the agenda at the upcoming ABC. (see more at the [OPPM](#), p 44-46)

What is the ACA World Service Organization (WSO)?

- ACA WSO is a service body and a legal entity
- The Fellowship created the WSO in 1991 to operate the day-to-day business, such as literature development and production. Per the [Bylaws](#) (see Article IX.4), during the ABC, the Fellowship gives direction to the WSO.
- See more in [Concepts](#) VI and VII

What is the “Inverted Pyramid”, and how does that relate to the ABC?

- The “Inverted Pyramid” is a term used across various Twelve Step programs. It is a fundamental principle regarding the relationship between service bodies (Intergroups, Regions, and WSO) and the entities that they serve (groups and individual members).
- The principle of the “Inverted Pyramid” specifies that decisions about the direction for those service bodies (including WSO) are to be made in a democratic fashion, by (representatives of) those they serve.
- From the ACA WSO Bylaws (IX.4) The group conscience obtained from the delegates in attendance shall provide direction, recommendations, and/or Special Committees to the Board for conducting the business of ACA WSO.

What are the Concepts, how do they relate to the ABC, and why are they important?

- The [Twelve Concepts](#) outline the relationship between WSO, the ABC, and the larger Fellowship. If the [Twelve Steps](#) are a guide to personal recovery work, and the [Twelve Traditions](#) are principles regarding organizing groups and service bodies, the [Twelve Concepts](#) are fundamental guiding principles around how the WSO and the ABC ought to function and how they ought to relate to the Fellowship.
- Some of the [ACA Twelve Concepts](#) that outline the role of the ABC in the relationship between the Fellowship and the WSO include Concept II, Concept VI, Concept VII.
- Board trustees sign a document saying they will follow the Concepts of service during their terms.

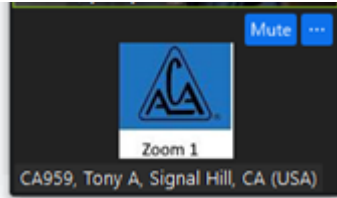
What is “The Conference”?

- There are two ways in which that phrase, “the Conference”, is used in English
 1. The event
 2. The set of people serving as Delegates at the event
- Each Delegate serves, collectively, with all other Delegates, at the ABC as “The Conference”




INTRODUCTION: TECHNICAL INFORMATION

1. Renaming yourself on Zoom
 - a. To rename yourself, click on your picture, click on the 3 dots, choose Rename
 - b. Sequence - group #, first name and initial, Country/State/City
 - i. Link to meeting lookup <https://adultchildren.org/meeting-search/>
 - ii. Link to IG lookup <https://adultchildren.org/intergroup-listing/>



c. Example:

2. Election Buddy
 - a. Find your email from noreply@acawso.org about Election Buddy
 - b. Click on the link to Election Buddy
 - c. Login using the credentials in the email that are specific to you
 - d. Click orange button to start vote
 - e. Vote your choice
 - f. Click Continue
 - g. Click Submit
 - h. Click Next Vote
 - i. Keep the Election Buddy tab open throughout the entire meeting
 - j. If there is a problem, such as the next vote doesn't appear, refresh your tab (click on the arrowed circle left of the URL field.) The refresh button will look like this: 
 - k. See the following instruction Video of the above information from a past ABC: <https://screenpal.com/watch/c3i3VwVZjOz>

3. Translation
 - a. This will be enabled by the Host
 - b. If you want to see captions, click the carat (^) next to the Show Captions button
 - i. Choose your Translation language
 - ii. Choose your Speaking language

4. Chat - how to save
 - a. Click Chat
 - b. Click the 3 dots or the word More at the bottom of the Chat window and choose Save Chat; this is not a continual save feature. If you want to save the chat from the entire meeting, you will have to perform these steps at the end. Some people save it at various times throughout in case they forget to do it at the end.

5. Worldwide Online Voting
 - a. The conference Website page is adultchildren.org/conference. It will be populated with the following as they become available:
 - i. Audios
 - ii. Minutes
 - iii. Voting results



- b. Timing - start and end times
 - i. Day 1
 - 1. Voting will begin within 2 hours of close of that day's ABC
 - 2. Close 2 hours before start of next day
 - ii. Day 2 (as long there is no vote for a Day 3)
 - 1. Start within 2 hours of close of that day's ABC
 - 2. Close 24 hours later
- 6. Breakout Rooms
 - a. The Host will create them
 - b. Depending on the reason for the breakout rooms, you may have the option to choose a breakout room, or you may be pre-assigned by the Host
 - c. The Host may transmit messages to all breakout rooms
 - d. A countdown clock will appear when the breakout rooms is closing.



INTRODUCTION: SETTING THE TONE

Setting the Tone ABC/QDM Statement Co-Chair

Please show courtesy towards of others:

- Be considerate of those that English is not their primary language.
 - Avoid the use of slang, acronyms, and complicated sentences.
- Use 'I/me' statements rather than 'you, they, we'
- Be honest and direct, yet gentle and compassionate.
- Acknowledge the problem. Focus on the intention and solution.
- Listen and learn. Be willing to be uncomfortable and challenged.
- Be mindful that many of our attendees have experienced social and structural inequity.

It is okay to disagree; remember our commitment to service coming from love. With healthy disagreement, open-mindedness is practiced.

This is your conference. You have an important role in deciding what to do when sharing is **not safe** or **requires courtesy**.

Safety Protocol:

1. Delegates report unsafe statements/actions directly to the Point of Safety person in chat.
 - a. The Point of Safety lets the reporting delegate know they were heard and there is a safety protocol in place.
 - OR
 - b. The Point of Safety will inform the Conference that a safety concern was received and will share the concern with the Chair/Parliamentarian.
2. If something is said in an unkind manner or tone, the chair will ask the person to rephrase it in a more courteous tone.
3. If the meeting starts to lose our safety focus, the chair / parliamentarian will stop the discussion and put the conference on pause.
 - a. This will allow the delegates and trusted servants to catch our breaths and recommit to the health and safety of our conference.
 - b. During this pause, read one:
 - i. Tradition 9, p. 537
 - ii. Tradition 2 p. 502
 - iii. Tradition 1 p.496
 - iv. Play the breathing video <https://youtu.be/G25IR0c-Hj8?si=ByOzxh8fv45OvkN3>
4. When a gentle reminder is not changing the behavior, the chair will pause and take a group conscience about addressing this situation.



Meditations to Read During a Pause

- Tradition 1 p.496

Meditation

Higher Power. I am your trusted servant seeking to support my ACA group and its primary purpose. Please remind me that the life of my program and my own recovery depends upon my willingness to put the group's welfare above my own will. Help me recognize unity.

- Tradition 2 p. 502

Meditation

Higher Power. I understand that you make your voice heard in a-group conscience. I ask you to remind me that the life of my program and, therefore, my own recovery depends upon my-willingness to put the group's welfare above my own will. Where I disagree with the common view of my fellows in service, allow me to state my case honestly and respectfully. Allow me to listen to and consider the views of others. May I state my view and support all group decisions, including the ones I might disagree with. Your will, not mine, be done.

- Tradition 9, p. 537

Meditation

Higher Power. May I remember that ACA and its meeting and service structure are different than my family of origin. May I be patient and avoid reaching for the easiest way out when I am confronted with a difficult situation. Help me and my ACA group ask for help in keeping our meetings safe and recovery oriented. Also help us celebrate the things that we do right.



INTRODUCTION: LETTER FROM THE BOARD CHAIR

Coming Soon



SECTION I: ANNUAL BUSINESS CONFERENCE AGENDA

2024 ABC Draft Agenda - May 18 & 19, 2024 Eastern US Time

Day 1

Coming Soon



Day 2

Coming Soon



Agenda with Time Zones Information

DAY ONE

Coming Soon

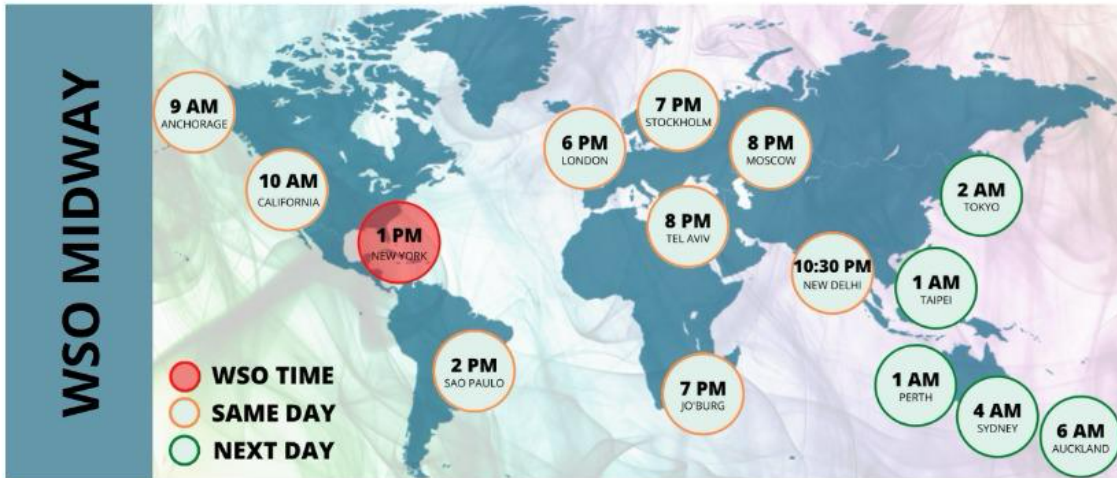
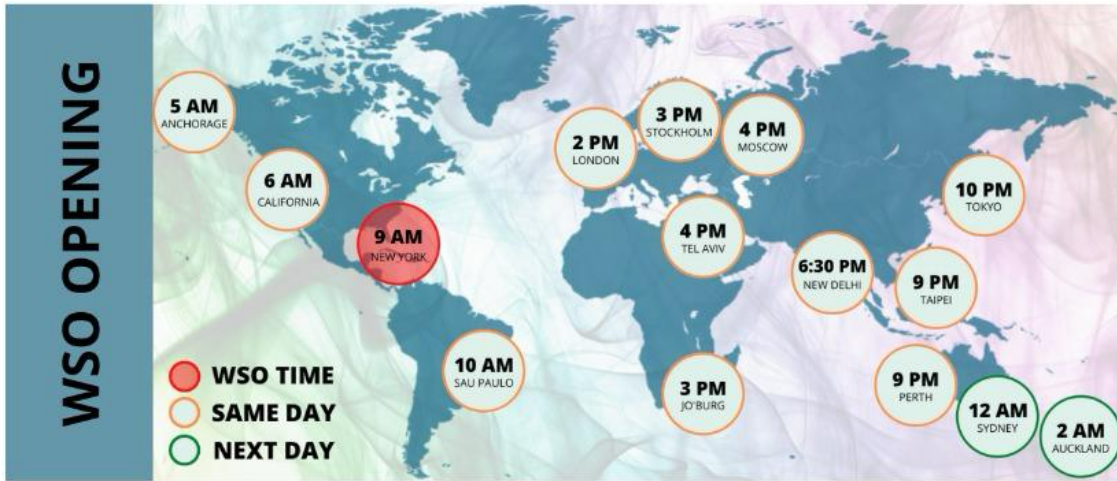


DAY TWO

Coming Soon



Times Across the World





SECTION II - ABC VOTING PROCEDURES -

NOTE: THESE PROCEDURES WERE FOLLOWED DURING THE 2023 ABC AND MAY BE UPDATED BEFORE THE 2024 CONFERENCE BEGINS.

Procedure for ABC Delegate Deliberation and Voting (For Virtual Meetings)

A. Introduction

The Annual Business Conference (ABC) brings together adult children from around the planet. It is important that Delegates experience a safe environment of openness, inclusion, unity, placing principles before personality, and relying on a worldwide group conscience to achieve substantial unanimity on major issues. These values reflect the First, Second, Fifth, and Twelfth Traditions; Concepts 1, 2, 4, 6, 7, and 12; and ACA's Commitment to Service.

As the result of a vote taken at the 2022 ABC, Quarterly Delegate Meetings (QDMs) were established to give the Delegates a continual voice in the affairs of the ACA World Service Organization (WSO).

To help support this type of deliberation, the following considerations have been put into place:

1. To accommodate all global time zones, worldwide online voting will be conducted outside of the actual ABC and QDM hours to make decisions on motions and Trustee ratifications.
2. Formal rules for discussion have been kept to a minimum. There will be some flexibility around time. Except where noted, delegates should limit their comments to about a minute. But speakers always will be given a small amount of additional time to complete a thought, and the Chair will give up to 90 seconds to those who do not speak English as a first language. If the Chair feels additional discussion time may be warranted, they may ask for a show of hands to see if the Delegates agree - within the context of timing of the full agenda.
3. The Conference Chair has the discretion to call on Delegates out of order so that those who have not been heard previously will be given an opportunity.
4. Delegates are highly encouraged to not repeat points that have already been made.
5. The Parliamentarian is entrusted to make decisions about process and order. In the case of submission of alternative motions (described below) the submitting Delegate may appeal the Parliamentarian's ruling to the Chair. The appeal must be seconded by another Delegate. The Delegate who appeals will have up to 90 seconds to voice their appeal. The Chair will then ask for a raised-hands poll of the Delegates to determine whether the Parliamentarian's decision stands or not. If 60% or more wish to overrule the Parliamentarian, the alternative motion will be added.

The ABC honors the minority's right of petition (Concept 5) by including the opportunity to request a re-vote on motions and Board Trustee ratifications through the minority opinion process.



Important note: Historically, it has not always been possible to complete the business of the Conference in two days. With Delegate agreement, agenda items that are not covered may be deferred to the QDMs.

The ABC lasts 2 days for approximately 8 hours each day, including breaks. The Delegates may elect to go beyond 8 hours for a maximum of an additional half hour if the discussion in progress warrants that. As the ABC Committee attempts to accommodate the many different time zones of the Fellowship, the starting time may vary from year to year and will be published well in advance of the ABC.

This Appendix covers the process of voting for Ballot Proposals, Study Group Motions, Floor Motions, and Board Ratifications during the ABC.

B. Worldwide Online Voting

A worldwide online voting process is used to increase access to registered Delegates across the globe who may find it difficult to attend due to time zone issues or conflicting commitments.

Except for specified procedural matters, most final decisions will be made through this voting process that will last 10-12 hours and be available to all registered ABC Delegates, no matter what time zone they are in, and whether they are able to attend the ABC real time.

Individualized emails are sent to all registered Delegates that will enable them to cast their online votes.

For the 2-day ABC, this voting officially opens within two hours of the close of the first day's session and closes within 2 hours of the start of the next day's session. If there is voting to be done after the end of the second day's ABC session or the QDM, the length of time available to vote will be announced.

To assist in this process, a WSO web page will be available that will include the Motions and Board Trustee Ratifications to be voted on, a brief summary of the main pro and con arguments, and audio recordings of Delegate discussions.

C. Quorum

Quorum rules exist to ensure that a vote reflects a substantial unanimity, not just a small percentage of Conference Delegates. Quorum refers to an established number of Delegates that must be present during any vote taken. Quorum is 50% of the number of Delegates who raise their hand as present during quorum counts.

Quorum counts will be taken near the beginning and mid-point of each session, as well as about an hour before the completion of each business day.

If any vote, in either a poll or in worldwide online voting, gets a total number of votes that is fewer than 50% of the most recent quorum count, the proposal or motion will be tabled until quorum is reestablished. At that time, Delegates will be given the choice by poll of calling for a



revote, or accepting the initial vote as reported. If quorum is not reestablished, the matter will be held over to the next meeting - either a QDM or the ABC.

D. Ballot Proposals, Study Group, Board, and Floor Motions

Depending on the results of the ABC Ballot, Delegates may be asked to process and vote on Ballot Proposals that made it to the ABC Agenda, motions that are presented by Study Groups, the Board, and time sensitive Floor Motions that are presented by Delegates.

The process is essentially the same for all three types of items, with the exception of additional processing of Proposals to determine if the Delegates feel that Motions should be presented.

Ballot Proposals

Once the ABC begins, in accordance with Tradition 2, the final word on all Ballot Proposals belongs to the Delegates, not to the group that authored them.

If there are no Ballot Proposals on the agenda, move to the next section entitled Study Group and Time Sensitive Floor Motions.

Initial Assessment. When consideration of a Ballot Proposal begins,

1. The submitting group(s) will have chosen a single Delegate to speak for up to three minutes to advocate for/explain their Proposal.
2. Delegates will have up to 20 minutes to discuss the general merits of the Proposal. A reminder will be given when five minutes remain.
3. Each Delegate may speak only once during a Proposal's discussion time. Any Delegate who spoke during the submitting group's presentation may not speak again, unless called on by the Conference Chair to answer a question posed during the Delegate discussion.

Identifying a general direction. A poll will be taken to determine how the Delegates wish to proceed. The poll will have the following choices (note that abstentions do not count in the vote outcome):

1. I support the spirit of the Ballot Proposal and would like a Motion to be crafted for approval at the ABC.
2. I need more information, and prefer a motion to be crafted to initiate an in-depth study that will report to a future ABC.
3. I would like this matter to be postponed for discussion at the next QDM.
4. I do not support the Ballot Proposal in any form.
5. I abstain from voting.

Note: If the purpose of a Ballot Proposal is to call for a long-term study, Option A will be reworded to reflect this, and Option B will be eliminated.

Polling Results



1. If the poll indicates 60% or more support for any one option, the Conference Chair will direct the proceedings to the next stage in the process (“crafting a motion”). Exception: if option 4 (I do not support the Ballot Proposal in any form) receives 60% or more of the vote, the Proposal is defeated and dropped from the ABC agenda. No motion is necessary.
2. If no option receives at least 60% in the initial poll, a second poll will be taken with the top two options, plus Options 4 and 5.
3. If no option receives 60% in the second poll, a third and final poll will be taken, with the top option plus Options 4 and 5.
4. If options 1 or 2 remain and they receive 60% or more, “Crafting a Motion” will begin.
5. If the option with the highest vote receives less than 50%, the Proposal dies.
6. If the option with the highest vote receives a simple majority, but less than 60%, it will be referred to the ACA World Service Organization, where an appropriate committee will give the issue further study.

Crafting a Motion. To determine the actual motion to be considered, Delegates may submit alternative language that will achieve the general direction set by the previous polling.

1. If Delegates chose Option 1 (“support the spirit of the Ballot Proposal”), a Delegate from the group that drafted the Proposal may submit a written motion first.
2. After 3 minutes of quiet reflection, other Delegates are then invited to draft alternative motions that accomplish the general spirit of the Ballot Proposal.
3. Those with alternative motions will be called on. The Conference Chair will have the option of calling on Delegates who have not been heard from before, or as often as others.
4. After each alternative motion is submitted, the Parliamentarian will assess if the motion accomplishes the general spirit of the Ballot Proposal.
5. Ten minutes will be allotted for the process of submitting alternative motions, and the Conference Chair will advise Delegates when only three minutes remain.

If Option 2 (“long-term study”) or 3 (“refer to the QDM”) is chosen, there will be no original motion from a submitting group.

Discussing and selecting a preferred motion.

1. All alternative motions are posted on the screen and Delegates may discuss the merits of the motions for a total of up to 15 minutes. A time warning will be given at five minutes.
2. Delegates will then be polled to determine the preferred motion as follows:
 - a. First poll: will include all motions, plus, “I do not support any of the motions.”
 - b. Following the first poll (if no motion gains 60%): the chair will identify all motions that received 20% or more. Those motions will be placed in a second poll, along with “I do not support any of the motions.”
 - c. Following the second poll (if needed): The chair will identify the top two motions, and place them in a third poll, along with “I do not support any of the motions.”
 - d. Following the third poll (if needed), the chair will place the top remaining motion, along with “I do not support any of the motions” in a final poll.



- e. Fourth and final poll: If the remaining motion receives 60%, it is added to the worldwide online voting Ballot. If it receives less than 50%, it is defeated. If the motion receives a simple majority, but less than 60%, it will be referred to the ACA World Service Organization, where an appropriate committee will give the issue further study.

Combined Discussions of Multiple Ballot Proposals

If there are multiple Ballot Proposals that are either nearly identical or address very similar issues, the following may happen:

1. The ABC Committee may propose that the Delegates discuss whether multiple similar Proposals can be combined into one motion. This option should be presented to Delegates at least one week in advance of the ABC.
2. In presenting this option at the ABC, the ABC Committee will briefly explain how the Proposals are related and how the Fellowship may be better served by combining them.
3. The designated representative of the submitters of each Proposal will have up to 3 minutes to speak on their Proposal.
4. There will be 30 minutes of Delegate discussion that covers all of these potentially combined Proposals.
5. A poll will be taken to determine the Delegates wishes to either consider the original Proposals separately or to combine them. As with other polls, the hoped for outcome is that one option will receive 60% or more of the vote.
 - a. First poll:
 - i. I support combining these Proposals
 - ii. I do not support combining these Proposals
 - iii. I abstain from voting
 - b. Following the first poll (if no option gains 60%): the chair will identify any option that received 20% or more. Those options will be placed in a second poll, along with "I do not support these Ballot Proposals in any form."
 - c. Following the second poll (if needed): The chair will identify the top two options, and place them in a third poll, along with "I do not support any of the options."
 - d. Following the third poll (if needed), the chair will place the top remaining option, along with "I do not support any of the options," in a final poll.
 - e. Fourth and final poll: If the remaining option receives 60%, it is added to the worldwide online voting ballot. If it receives less than 50%, it is defeated. If the option receives a simple majority, but less than 60%, it will be referred to the ACA World Service Organization, where an appropriate committee will give the issue further study.

If a combined Motion is the choice, then the Crafting a Motion process, explained previously, will be followed.

Study Group, Board, and Time Sensitive Floor Motions

Motions at the ABC may be presented by Study Groups, although the number of such motions will be limited due to their time sensitive nature as well as the amount of time available. This



section also covers Board Motions that may emanate from Delegate discussion and are the wish of Delegates to pursue. Such Motions must have been published in the Delegate Binder before the ABC.

These Motions as well as Floor Motions that meet the requirements for time sensitivity will follow the process in this section.

In accordance with Tradition 2, once a Study Group Motion or a Floor Motion is made and seconded, the final word on all Motions belongs to the Delegates, not to the authors.

1. The motion is presented (up to 5 minutes).
2. The Motion must be seconded by a Delegate.
3. Discussion and debate is conducted for up to 20 minutes with each Delegate speaking up to one minute. Exceptions are made for those where English is not their first language.
4. A poll will be taken as follows:
 - a. I am in favor of this motion as presented and want it sent to Worldwide Online Voting.
 - b. I am in favor of this motion, but would like minor changes.
 - c. I am in favor of deferring action to a future meeting.
 - d. I am not in favor of this motion.
 - e. I abstain from voting.

If a, b, c, or d do not receive 60% or more of the vote, the one with the lowest percentage drops off the list and another poll is taken that includes d. This process continues until a decision is reached.

If b receives 60% or more, we move to the alternative motion process.

If a, c, or d receive 60% or more of the vote, that determines the next step - that either a - the motion goes to Worldwide Online Voting, c - the motion is deferred, or d - it is defeated. Note that abstentions are not counted as part of the total voting percentages.

If the final vote results in a simple majority but less than 60%, it will be referred to the ACA World Service Organization, where the Board will give the issue further study.

5. Alternative motion process:

Delegates may submit alternative motions that do not substantially change the general direction set by the motion presented.
Alternative motions must be seconded by another Delegate.

 - a. Start with 3 minutes of quiet reflection.
 - b. 10 minutes will be allotted for presentation of alternative motions.
 - c. The group that presented the original motion may present its own alternative motion, based on the discussion.
 - d. Delegates who have alternative motions will raise their hands and be called on.
 - e. The Delegate will read their alternative motion and post it in Chat.
 - f. The Secretary will copy and paste it onto a slide on the screen.



- g. The Parliamentarian will advise whether the language meets the requirements of maintaining the integrity of the original motion.
 - i. If yes, the Chair calls on the next Delegate
 - ii. If no, the Secretary removes it from the listException - per the information given at the start of this Appendix, the Delegate may challenge the Parliamentarians ruling and the Chair will process the objection.
6. Delegate discussion: up to 15 minutes on the merits of the alternative motions.
7. Voting on alternative motions:
 - a. The first poll will include the original motion, all alternative motions, plus “I abstain from voting.”
 - b. If none of the choices gains 60%, depending on the number of alternative motions submitted, anything that received less than 20% will be removed and another poll will be taken that includes “I abstain from voting”
 - c. Following the second poll (if needed): the top two motions will be placed in a third poll, along with “I abstain”
 - d. Following the third poll (if needed), the chair will place the top remaining motion, along with “I abstain” in a final poll.
8. Final results:
 - a. Any motion with 60% of the votes is sent to Worldwide Online Voting.
 - b. If the final vote results in a simple majority but less than 60%, it will be referred to the ACA World Service Organization, where the Board will give the issue further study.

Trustee Ratifications (Day 1)

The Nominating Committee will conduct this portion of the ABC and will present introductory statements.

Ratification of Trustees requires a simple majority of all voting Delegates.

1. Trustees may each speak up to three minutes.
2. At the end of all individual Trustee introductions, Delegates will have a total of up to 15 minutes to ask questions of Trustees.
3. Trustees will have up to one minute to respond to questions asked of them. More time will be allotted if needed.
4. Trustee ratifications will be placed in Worldwide Online Voting.

Announcement of Voting Results and Minority Opinion

At ABCs and QDMs, Delegates may express a minority opinion following any vote submitted to Worldwide Online Voting. For a two-day ABC, the voting results will be posted on the website two hours prior to the beginning of Day 2.

During the minority opinion portion of the meeting on Day 2, the Delegates will be asked if anyone in the minority requests to state a minority opinion.

1. If there is no minority opinion on a vote, the result of the voting is final.



2. If there is a minority opinion, up to three members of the minority may seek to persuade the majority to reconsider their initial vote. Each such minority voice will have up to one minute to speak. All comments are to be directed to the Delegates as a whole and should be consistent with the Twelfth Tradition guidance of “principles before personalities.”
3. Minority opinion response:
 - a. For Motions, because of the amount of time between the presentation of the Motion on the previous day or previous proceedings and the probability of alternative Delegates in attendance, the proposer of the motion will have up to two minutes to respond to the minority.
 - b. For Trustee ratifications, after the minority opinion is heard, the Trustee will have up to two minutes to respond.
4. The Delegates are then polled to see if they wish to revote on the Motion or Ratification.
 - a. If more than 40% request a revote on either a Motion or ratification, the original 60% or more vote will be called into question. The original motion or ratification will be resubmitted to Worldwide Online Voting at the first opportunity along with an explanation that the Delegates requested a revote.
 - b. If fewer than 40% request a revote, the original vote is final.

Delegate Floor Motions Requirements

Delegates may submit Floor Motions on Day 1 by emailing them to the Conference Secretary within one hour of the close of business that day.

On Day 2, before considering the deliberation of Floor Motions, Delegates will determine if the issues are time sensitive and cannot wait until a future QDM.

Delegate Floor Motions:

1. May not contain the sum and substance of any Proposals that were on the Ballot sent to groups in January, whether they are on the ABC Agenda or not. They may also not be similar to motions that are presented on Day One or expected to be presented on Day Two.
2. Must be submitted in writing to the Conference Secretary within an hour after the official close of ABC business on Day 1.
3. Should be written in the form of a motion (“I move that . . .”) with a background that includes reasoning and why it is time sensitive, e.g., it affects a decision that is in the process of being made about an upcoming WSO event.
4. Should include the resources that will be needed to accomplish and who that might be.
5. Should be brief – not to exceed 75 words for the Motion, with up to 100 words for the background.
6. Indicate the best way that the submitters may be contacted before the start of Day 2.

All Floor Motions will be posted for preview on designated web pages and Slack channels before the start of Day 2. They will be labeled as either conforming or non-conforming to the guidelines.



1. The Conference Chair(s), the Parliamentarian, and ABC Committee members will review the Proposals before the start of Day 2 to determine if they meet the Floor Motion criteria. Submitters may be contacted if clarification is needed.
2. At the designated Floor Motion time, Delegates will first be polled to determine whether they think each of the conforming Floor Motions are time sensitive.
 - a. For those that are not time sensitive, they will be postponed to the next QDM.
 - b. For those that are time sensitive, Delegates are then polled to determine the order in which Floor Motions will be processed.
3. If there is not enough time to process all time sensitive Motions, those that remain will be referred to the Board.

E. Collaboration Committee and Board Presentations

Rather than reports from individual WSO Committees, their respective Collaboration Committees will give summary reports. There will be an opportunity for Delegates questions after each such report.

Due to time constraints and lack of time for individual WSO Committee Chairs and Co-Chairs to be presented to the Delegation in detail, Delegates will not ratify them, as stated elsewhere in the OPPM. If Delegates know of any reason why a Committee Chair/Co-Chair should be removed from their position, they are encouraged to follow the OPPM Appendix XII Complaint Process.

Per the ByLaws, the Board will also discuss WSO's broad strategic priorities and specific high-profile initiatives, for the coming year. Following this, Delegates will have the opportunity for questions.

SECTION III - BALLOT PROPOSALS

Ballot Proposal Process

Each year all ACA Meetings, Intergroups, and Regions (Groups) are invited to submit Ballot Proposals that are meant to be of global importance to the Fellowship. Once received and vetted by the Ballot Prep Committee for viability, and after clarifying any unclear information, the remaining Proposals become part of the ABC Ballot.

This year's Ballot included 12 proposals. Groups were invited to vote on the Proposals after taking a Group Conscience to determine their vote on each one.

Their selected trusted servant then entered their votes on the online Ballot. This trusted servant might have been the group's secretary, their ABC Delegate, or any other designated group member. The group's vote on each Proposal indicated whether or not they wanted to see that Proposal added to the agenda for discussion at the ABC. If they could not reach a decision, there was a No Opinion option available for each Proposal.

This year, Ballot voting closed on April 15th. The Ballot Prep Committee then tallied and published the results. All Proposals that received at least 66.7% yes-votes are added to the ABC agenda.



Ballot Results

Of the 12 Proposals on the Ballot this year, Proposals 3, 7 and 12 will be on the 2024 ABC Agenda.

232 valid Ballots were received from 17 Countries, 17 Intergroups, and 2 Regions

The following shows a summary of the results. ‘No Opinion’ votes are not counted in the total results. Note: while it didn’t change the results, the percentages in the table below may vary slightly from what was posted on the WSO communications channels. Some ballots were removed from the counts after the reconciliation of duplicate ballots, etc.

Proposal #	Y/N Votes	Yes	No	% Yes	% No
1 – The Promises	220	89	131	40	60
2 – Literature Projects	200	70	130	35	65
3 – Publish Intro Book	223	176	47	79	21
4 – Affirm Non-Conf Apvd Lit	199	70	129	35	65
5 – Publishing License	202	102	100	50	50
6 – Delegate-Driven Conf Cmte	176	83	93	47	53
7 – Modify ABC and QDMs	197	176	21	89	11
8 – Ratification of Trustees	194	61	133	31	69
9 – Meeting Listing/Delisting	197	103	94	52	48
10 – Change Tradition 4	215	73	142	34	66
11 – Create Cmte to ID Discrimntn/Bias	198	90	108	45	55
12 – Intl Lit Scholarship Fund	210	195	15	93	7

Proposals 3, 7, and 12 (the remaining Proposals are in the Appendix of this document)

Yes	79%	176	<p>Proposal 2024-3 Submitted by FL215, Ormond Beach, FL USA, CA1179, Encino, CA, USA, IA029, Davenport, IA, USA, VA092, Falls Church, VA, USA, PA076, Oaks, PA, USA</p>	3
No	21%	47		
No Opinion		9		
<p>Issue: We propose that WSO develop an introductory guidebook (about 200 pages long) that focuses on the essential needs of ACA recovery, including for new ACA members, with a proposed publication date of no later than May 2027. This book would include a gentle framework for working ACA’s 12 Steps, discuss how the Steps interact with reparenting, and contain shares and perspectives that reflect ACA’s diverse global fellowship.</p>				
<p>Background: Existing ACA literature is comprehensive, but the program’s essence is scattered over four textbooks totaling more than 1,300 pages. It can be overwhelming for members (especially newcomers) trying to practice the program. Many leave without fully understanding ACA’s healing message.</p> <p>This proposal would create an introductory guidebook that can be understood by ACA members of all languages and cultures in their first two years of recovery. This book would use plain, gentle language. It would introduce the basics of ACA—steps, reparenting and essential recovery</p>				



skills like boundaries and connecting with others. Practical tools and exercises would aid the reader.

A similar project was promised multiple times at the Annual Business Conference, starting with the 2018 WSO chair report. But it was never put to a Conference vote, and this has caused confusion within the Literature Committee. Approving this ballot proposal would enable delegates to set a clear mandate and publication deadline for ACA world service.

ACA currently has only a trifold and pamphlet for newcomers. Two other projects that originated outside WSO (the Ready Set Go workshop and the New Hope Beginners meeting format) help newcomers in group settings. But these projects cannot replace an introductory guidebook, which all ACA members can use on their own or while working with fellow travelers.

A strong introductory guidebook could literally be lifesaving for ACA members of all languages, backgrounds, and levels of recovery experience. It also could empower sponsors/fellow travelers and therapists to carry the message to those who still suffer.

Resources/Implementation: Numerous volunteers have shown their willingness and ability to develop an introductory guidebook focusing on essential ACA recovery skills, and extensive materials are in development. If WSO commits itself to prioritizing an introductory guidebook, as we hope the Annual Business Conference will support, the proposed literature can be completed on an expedited basis.

There is no significant financial cost associated with developing a specialized introductory guidebook. In fact, such a resource would likely bring new revenue to ACA WSO while better serving the global fellowship.

WSO Analysis:

Response:

We have heard from the fellowship for many years that there is a need for a concise introductory book that includes the ACA Twelve Steps, reparenting, and tools that can be used in working an ACA program and have been working toward that goal.

Factors to consider:

- Such a book would make translation around the world significantly easier and has the opportunity to include more diverse shares and experiences from the lived experience of our fellowship.
- The Literature Committee is currently working on implementing a motion on revising the BRB that was passed at the 2021 ABC: "We move that a new literature subcommittee begin planning a revised edition of the Big Red Book, with new testimonials and updated content, to be more inclusive of all experience of gender, sexual orientation, ethnicity, religion/spirituality, and a broader range of socio-economic and cultural backgrounds."
- Additional volunteers will be required for this project if passed, and timelines will be dependent on resources.
- There are some workbooks that are being used for newcomers such as "A New Hope" and "Ready Set Go." These books are scheduled to be published, however these do not provide the full scope this proposal is requesting.

Resources (for more background information) <https://acawso.org/bpc/>

Optional Comments: (Those that were greater than 50 words, per Ballot instructions, were truncated. Comments that only referred to a group's internal voting percentages were not included.)

- a) This book would be very helpful to newcomers and should be discussed.
- b) A purposed publication date of 2027? That alone is a bit demanding and filled with assumptions. A small version of ACA material? The BRB is all we need. Trifolds are very useful in simplifying the vast material in the BRB



- c) We already have more than sufficient literature. It will be confusing to add an abbreviated version of the program. As it is, newer members are already ignoring the Red Book and Yellow Workbook in favour of only working the Reparenting Book. Prior to recovery, we love a quick fix! Enough literature already!
- d) Our group is in favor of the WSO developing a specialized introductory guidebook for newcomers.
- e) It is overwhelming to come in as a new comer and be presented with three different texts. Empower fellow travelers to carry the message to those who still suffer. If a new Big Red bk is proposal it would not cost extra to have the 12 promises done in present progressive.
- f) Doesn't this exist already?
- g) The Big Red Book is sufficient. We also would like a chair person training feature to be offered and online links to FREE BROCHURES such as the 25 questions.
- h) No, the beginner's pamphlet is sufficient and 200 pages is too big.
- i) Not now. Having another item to do when resources stretched thin. Concerned w/how it would get done. Group vote changed to yes, support. Mtgs focus on different books. As a newer member, it would be helpful to have. Minority: Groups behind this proposal have experienced members, lit committee members providing a synergy to get book done. Curious about why proposal includes date for publication? Having conference support for book beneficial.
- j) it is already in process and a previous ABC has approved it.
- k) We understand that such a guidebook is already in the pipeline.
- l) Too much literature already. KEEP IT SIMPLE
- m) New Hope is coming soon, it's a beginners book. We also understand a book Essentials was submitted and LitComm asked it to be edited. Follow process.
- n) We really like the idea of this but feel we do not have the volunteers to make it happen now.
- o) we all felt 200 pages does not count as an introductory document, that it is redundant and would cannibalize sales from other literature
- p) Maybe something shorter to safeguard from overwhelm (50 pages). We have enough guidebooks. - Various feedback from members.
- q) This would be great for newcomers!
- r) The BRB can be overwhelming, and is not accessible to those with learning differences. There is also a significant need among newcomers. The minority found that we could simply update the BRB instead of adding new literature.
- s) We felt the existing literature was enough.
- t) 200 pages still seems long. It might be helpful in places where meetings are sparse. It would probably duplicate a lot of the BRB.
- u) We were also supportive of revising the BRB, as indicated in "Factors to Consider"
- v) The ACA Fellowship ought to recognize that giving mandates and deadlines to WSO is futile if the Fellowship is not fully self-supporting with contributions of volunteer service.
- w) We need a gentle introduction for new comers with loving language and the ACA essentials to help get them started. And, can stand alone.
- x) Much needed
- y) We believe a Guidebook on how to use and apply the Big Red Book would be a better idea
- z) Isn't this the new hope guidebook?

Yes	89%	176	Proposal 2024-7 Submitted by the IT Committee and the ABC Committee	7
No	11%	21		
No Opinion		35		
Issue: We propose that ACA hold annually one business conference and one other Delegate meeting. This one other Delegate meeting would replace the three Quarterly Delegate Meetings (QDMs) that are currently being held.				



Background: The following was passed at the 2022 ABC: To schedule quarterly delegate meetings of 2-4 hours, in July/August, November, and February. The July/August quarterly meeting will handle spillover business.

The current demand of conducting four meetings a year taxes WSO volunteers in both the IT and ABC committees an unreasonable amount. WSO does not have the volunteer pool to support the pace set by the current schedule. It is our experience that the volunteers that participate have only a few weeks off after the completion of one meeting and the start of planning for another. This has led to volunteer burnout and some members leaving WSO service.

This ballot proposal simply asks to reduce the number of quarterly delegate meetings from three a year to one without introducing additional changes. There is already an ABC Study group that is examining the form and structure of these Delegate meetings.

Resources/Implementation: Work on implementing this change would be done in consultation and coordination between the ABC Committee and the IT Committees.

WSO Analysis:

Response:

While the response to QDMs over the first year has been generally positive, as measured by survey responses, the proposing committees (ABC and IT that do most of the work) would like the delegates to consider discussing the future and format of these additional delegate meetings and whether they are serving the fellowship.

Factors to consider:

- The motion to start quarterly delegate meetings was approved by the delegates at the 2022 ABC as an adaptation of the Board's proposed motion that one additional day be scheduled to complete overflow work from that ABC.
- The amount of time it takes to plan four meetings per year greatly stretches the available resources of both committees. There was hope that more members of the Fellowship would step up to participate on these committees, but that has not happened.
- If there are not enough volunteers to support QDMs, it is possible that some QDMs would not be able to be held.

Resources (for more background information) <https://acawso.org/bpc/>

Motions Background

The motion to start quarterly delegate meetings was approved by the delegates at the 2022 ABC as an adaptation of the Board suggested proposal that one additional day be scheduled to complete overflow work from ABC.

Here is this motion brought forward by the board to the 2022 ABC:

Board Motion passed on January 8, 2022: Authorization of an Overflow Day for ABC To authorize a third or overflow day to the Annual Business Conference (ABC) schedule within two months of the ABC, for any delegate conversation/voting not completed during the regularly scheduled ABC. This additional session will be held if at least 60% of the ABC delegates votes in favor of it.

Background: Some of the complaints of previous ABC include scheduling too much in the time available, agenda items are rushed, there is not enough delegate input, proposals which are referred to the board may not be addressed in a timely fashion. For the 2022 ABC the date of May 21 is suggested as the overflow day.



Based on discussion of the above at the ABC the following motion was passed:

2022 ABC Motion: Motion from discussion of adding additional days to the ABC: To schedule quarterly delegate meetings of 2-4 hours, in July/August, November, and February. The July/August quarterly meeting will handle spillover business.

Based on the vote: **I am in favour of this motion passes with 85.4%** of the vote. 82 votes tallied and 5 abstentions.

Optional Comments: (Those that were greater than 50 words, per Ballot instructions, were truncated. Comments that only referred to a group's internal voting percentages were not included.)

- a) Quarterly meetings seem excessively burdensome on the IT committee and on Delegates.
- b) The IT Committee knows what it needs and should already have the freedom to act within the guidelines to meet their objectives
- c) Our group agrees that this proposal merits additional discussion based on the experience of Fellowship volunteers.
- d) This current schedule is taxing and time consuming.
- e) Members don't understand the importance of these meetings and simply want special meetings when urgent matters arise otherwise an annual meeting is fine.
- f) Yes, too many meetings to prepare and people are burned out. A change needs to be made
- g) Yes, am in favor of fewer Delegate Meetings. It is too much on the IT and ABC Committees of WSO. If there were several proposals on an ABC agenda that did not get discussed, we could change our minds to either add a day to the ABC or hold a
- h) Volunteer prep for each of these 3-4 hour meetings is burdensome and WSO has a shortage of volunteers.
- i) why not combine delegates' meeting with ABC meeting
- j) Yes BUT both meetings should allow voting. There is no point in having a business mtg without any real accomplishment.
- k) Full support
- l) We don't want WSO volunteers to be too overwhelmed by having to organize so many meetings.
- m) If they want it, who are we to argue. Concerned that a change from 4 to 1 is a huge jump though & will there be enough time. We would prefer 4 to 2.
- n) We don't want the WSO to be so overwhelmed.
- o) It respects time and resources, and reduces burnout - maybe simply have a longer spillover meeting instead. Minority opinion is that this could be more effectively managed.
- p) We see the benefit in 2 meetings.
- q) Quarterly meetings appear to be reasonable because attendance of members changes so rapidly.
- r) We believe the WSO and the Conference ought to jointly develop a plan for developing the ability of the Conference to take on more responsibility for planning, organizing, and conducting delegate meetings and business.
- s) Only to complete what wasn't done during the ABC. The already stretched Board and Committee chairs/members primarily are the ones providing the service to run the ABC's & QDM's. It's too much!
- t) Requested by the volunteers that do this, they know what they need

Yes	93%	195	Proposal 2024-12 Submitted by the Global Members Committee	12
No	7%	15		
No Opinion		22		
Issue:				



- a. To expand the scope of the International Literature Scholarship Fund to include funding additional publishing activities, such as translating, typesetting, printing and distribution, **and**
- b. To change the name of the fund to more accurately convey these activities.

Name Suggestions:

- International Literature Equity Fund, or
- International 5th Tradition Assistance Fund

Background: The current International Literature Scholarship Fund was created by combining two ABC 2021 proposals (from South Africa and the Global Committee) with the purpose of helping to carry the ACA message to developing fellowships in regions around the world dealing with the challenges of financial inequity. It has already been successful in that goal with English literature.

1. However, there are a number of activities that the fund can't currently be used for, due to legal restrictions resulting from how it was initially established.
2. The fund's original intended purpose was to supply ACA Literature to developing regions, the majority of which do not speak English. Translation has shown itself to be the critical first step to meet the needs of these regions.
3. Having Literature available in the mother tongue of new members is very important for effectively carrying the message and the growth of local fellowship.
4. While translating is volunteer-driven, there are still substantial costs involved before a book can be made available: typesetting, printing, distribution and storage. Given the complexity of the many dialects of some languages, it is also sometimes necessary to employ paid professionals to produce a unity version of the translated material.
5. We believe these aspects were not adequately clarified and thus were not provided for when the ILSF was originally established; this amendment is therefore essential to be able to execute the original intention.
6. The change of name is necessary to accurately reflect the purpose of the fund.

Resources/Implementation:

Specific examples for clearer understanding:

- The world's most populated nation is India with 22 official languages, and a Hindi-speaking population of over 500 million. In the past 1½ years, the number of ACA meetings has grown from 3 to 17; including 4 in Hindi and one Nepali but there is no literature to support them. The members are thus not able to fully participate.
- Change the country to South Africa (original proposer), with 11 official languages, and the meeting language to Afrikaans or Zulu, the same issue can be seen.
- Similarly with China and local Chinese languages.

WSO Analysis:

Response:

As background, the Board and the 2021 ABC approved the creation of this fund (see background).

The Publishing Committee has reviewed this proposal and advised the Board that expanding the scope of this fund to include translation and supporting activities is needed. They would like this to be discussed at the ABC, too.

At this time, the Board is not able to confirm the authorization level of these changes without legal counsel. If the groups approve this ballot to be on the 2024 agenda, the Board will seek legal counsel and provide this information at the 2024 ABC, if it is available.

Factors to consider:



- Expanding the scope and any name change will require funds for legal counsel to advise on following the IRS and California state guidelines.
- The word “scholarship” can have a “negative” interpretation and a change to the name of the fund might give a more positive message.
- Additional funds are needed to support translations and supporting activities. Translation work is primarily done by volunteers but funds are still needed to support the translating teams with other supporting activities such as first draft translations when machine translation is not available.
- An example of the success of this fund is that approximately \$4,800 was given to the South Africa and India intergroups for ACA literature and, as a result, their fellowships have grown. In fact, the South Africa intergroup was pleased to have been able to give a 7th tradition contribution to WSO in 2023 as a way of giving back.

Resources (for more background information) <https://acawso.org/bpc/>

Background:

In 2021, the Board passed a motion to approve two proposals. These were reviewed by the delegates at the 2021 ABC and accepted.

- Proposal 2021-11 - We propose that WSO consider setting up an ACA International Literature Scholarship fund for members who cannot afford ACA literature due to the price of the literature in their local currency, the exchange rate for their currency against the dollar, or due to their individual financial constraints.
- Proposal 2021-16 - We propose that WSO create an International Literature Scholarship Fund to help offset literature costs for meetings in emerging countries.

Board Motion 2021_0410_03: Establishment of International Literature Scholarship Fund: To establish an International Literature Scholarship Fund, to which members may make dedicated contributions. Approved unanimously

The background noted the fund would enable ACA members to directly support new international fellowships, by donating money to support literature purchases.

Since that time, the funds have been disbursed for literature purchases by the South Africa intergroup and India intergroup for a total of \$4,865.65. Their fellowships have grown as a result and the South Africa intergroup was pleased to have been able to give a 7th tradition to WSO in 2023 as a way of giving back.

The controller stated this fund has a balance of \$22,566 as of Oct 31, 2023.

Additional funds will be required to support translations and supporting activities. Translation work is primarily done by volunteers, by Adult Children for Adult Children but without additional support it could take 5-10 years to publish translated books.

Optional Comments: (Those that were greater than 50 words, per Ballot instructions, were truncated. Comments that only referred to a group’s internal voting percentages were not included.)

- a) Seems this would help expand the reach and scope of literature to reach more suffering ACAs and should be discussed. How about just dropping the word "Scholarship" for the name change? International Literature Fund is more descriptive than the 2 suggestions.
- b) It takes monies to do this. It's ACA material. Help out where possible and with what is reasonable
- c) Our group feels in order to be there more fully for our fellow travelers across the globe they do need literature in their native language
- d) Funds previous contributed to the cause of individuals without funds should not be used otherwise



- e) Our group agrees that expanding the scope of the ILSF and changing the name of the fund are worthy proposals that merit discussion at the ABC.
- f) We voted YES or NO DECISION because it is so complicated, we thought others more knowledgeable should make the decision.
- g) Yes, this sounds great. Yes, this should be discussed. Translations are important. How do they determine which region needs more help/use of funds? No, WSO has many expenses coming up. This proposal is asking for more flexibility rather than more funds.
- h) WSO supports this. So do we. No opinion on the name.
- i) We need to grow the program and reach all those that need it. We need to be able to do that through local languages etc.
- j) If a name change is approved by this vote, our group prefers the "International 5th Tradition Assistance Fund."
- k) This proposal seems really crucial to carrying the message as per Tradition 5.
- l) Our purpose is to carry the message to those who still suffer, and people should be able to hear literature in the language of their inner children.
- m) We believe that in the service work of translating and printing to spread the word.
- n) We believe this issue should be discussed and considered by the Conference and that all options for addressing any problems should be explored, and not just this proposed change.
- o) Agreed a more accurate name would be beneficial



SECTION IV – PAST ANNUAL BUSINESS CONFERENCE & QUARTERLY DELEGATE MEETINGS

Minutes of Past Conference and Meetings

Click on the item in the list below to open the document:

- [May 6-7, 2023, Annual Business Conference Minutes](#)
- [August 5, 2023, Quarterly Delegate Meeting Minutes](#)
- [November 3, 2023, Quarterly Delegate Meeting Minutes](#)
- [February 3, 2024, Quarterly Delegate Meeting Minutes](#)

Delegate Survey Summaries

Click on the item in the list below to open the document:

- [May 2023 Annual Business Conference Survey Results](#)
- [August 2023 Quarterly Delegate Meeting Survey Results](#)
- [November 2023 Quarterly Delegate Meeting Survey Results](#)
- [February 2024 Quarterly Delegate Meeting Survey Results](#)

SECTION V - ACA SERVICE NETWORK

ACA Groups, Intergroups, and Regions Statistics

The following data is current as of April 15, 2024:

- **Groups:** There are 2,733 registered ACA meetings in 58 countries, an increase of 121 meetings from a year ago.
 - There are approximately 600 new meetings and just under 500 that either asked to be removed or were found to be inactive or duplicates.
 - Meetings that have not been updated within the past 2 years are currently being contacted to determine whether they are still active.
 - It is believed that there are still possibly hundreds of unregistered meetings, especially in non-English speaking countries, that are encouraged to register with ACA WSO.
- **Intergroups:** There are 101 ACA Intergroups listed, compared with 104 a year ago.
 - There are 8 new Intergroups; 11 were removed because they were no longer active.
 - Intergroups that have not been updated within the past 2 years are currently being contacted to ensure they are still active.

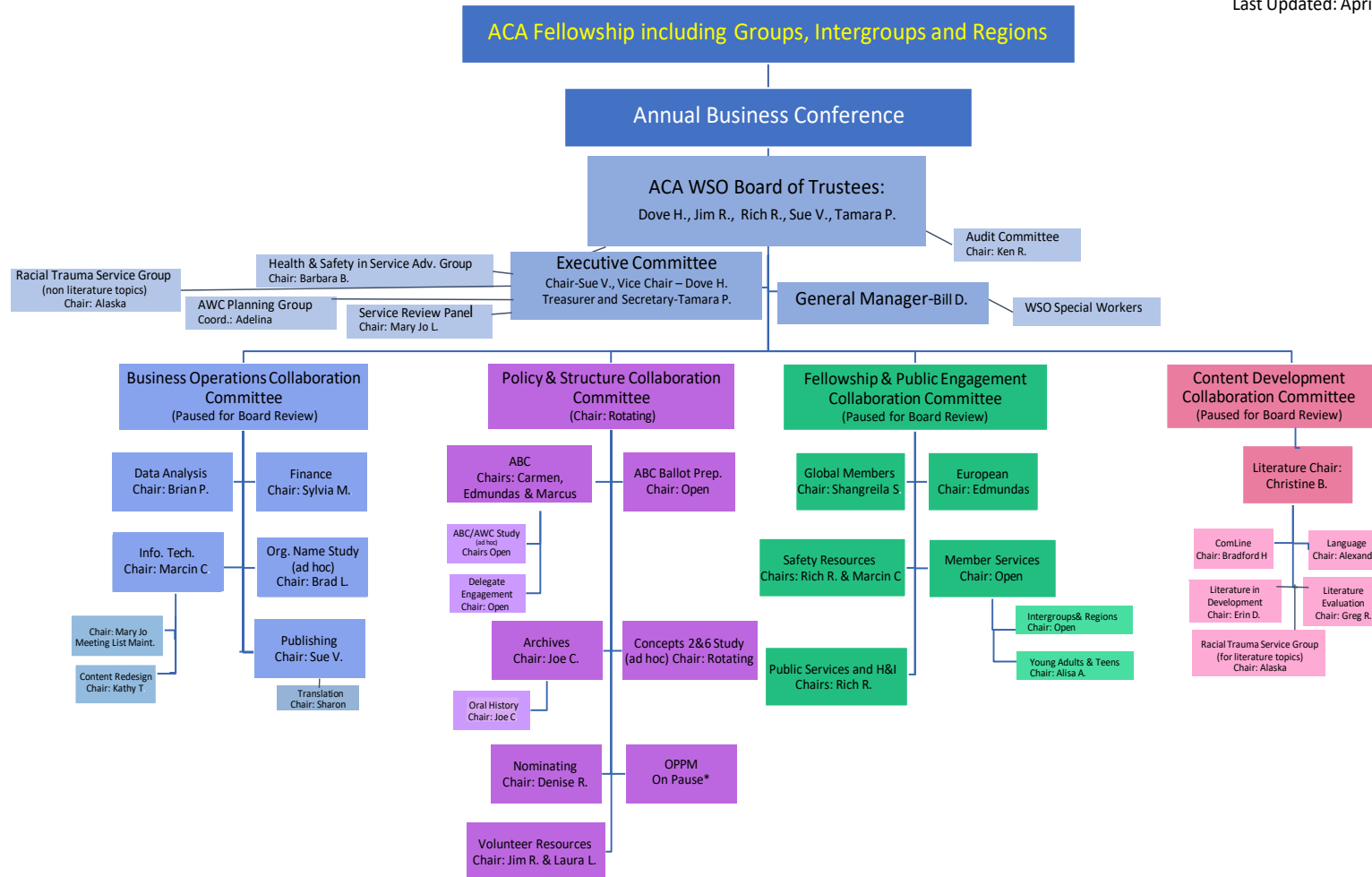


- Intergroups no longer have to be based on geographic boundaries. Some are virtual.
- **Regions:** There are two certified ACA Regions, which is the same as last year.



Organizational Chart and Contact Information

Last Updated: April 17, 2024



*A project is being created to bring the OPPM up-to-date.



List of ACA WSO Committees with Email Contact and Link to Committee Reports

(does not include sub-committees)

as of April 17, 2024

COMMITTEE	EMAIL	Link to Committee webpage/reports
1. Annual Business Conference (ABC) Committee	abc@adultchildren.org	abc-committee webpage
2. (ABC) Ballot Prep. Committee	bpc@adultchildren.org	ballot-prep committee webpage
3. Archives Committee	archives@adultchildren.org	archives committee webpage
4. Concepts II and VI Study ad hoc Committee	concepts2and6@acawso.org	concept-ii-and-vi-study-group webpage
5. Data Analysis Committee	data@acawso.org	data-analysis committee webpage
6. European Committee	ec-chair@acawso.org	European committee webpage
7. Finance Committee	Treasurer@adultchildren.org	finance committee webpage
8. Global Members Committee	globalmembers@adultchildren.org	global-members committee webpage
9. Information Technology (IT) Committee	itchair@acawso.org	information-technology committee webpage
10. Literature Committee	litchair@acawso.org	literature committee webpage
11. Member Services	mscchair@adultchildren.org	member-services committee webpage
12. Nominating Committee	chairnomcom@acawso.org	nominating-committee webpage
13. Operating Policies & Procedures Manual (OPPM) Committee:	oppm@adultchildren.org	OPPM committee webpage
14. Organizational Name Study ad hoc Committee	namestudy@acawso.org	name-change study webpage
15. Public Services and Hospital & Institutions Committee	pscchair@acawso.org	public-services webpage
16. Publishing Committee (includes Translations)	publishingchair@acawso.org	publishing-committee webpage
17. Racial Trauma Service Group	racial-trauma@acawso.org	racial-trauma-service-group
18. Safety Resources Committee	src@acawso.org	Safety Resources Committee webpage
19. Volunteer Resources Committee	vrc@acawso.org	volunteer-resource-committee webpage



ACA WSO Board of Trustees – Dove H., Jim R., Rich R., Sue V. and Tamara P. (volunteers)

Please direct any questions/communications to the ACA WSO Board of Trustees via email at secretary@acawso.org

ACA WSO Special Workers

- Bill Dalton, General Manager - email: gm@acawso.org
- Brad Lewin, IT Manager - email: itmanager@acawso.org
- Carrie Rhoden, Reception/Customer Service - email: info@acawso.org
- David Kang, Inventory Management/ eCommerce - email: fulfillment@acawso.org
- Jose Vasquez, Shipping and Receiving - email: warehouse1@acawso.org
- Sylvia Meyer, Controller - email: finance@acawso.org
- Sarah Oehl, Bookkeeper - email: accounting@acawso.org
- Trish Irelan, Assistant to Board Secretary - email: execsec@acawso.org

Consultants/Contractors: (part-time)

- Marcin C., IT Administrator - email: itchair@acawso.org
- Marion Makepeace, Translation support - email: pubsupport@acawso.org
- Markus Sjoborg, Publishing consultant - email: pubstaff@adultchildren.org
- Pamela Say, Publishing Coordinator – email: pubcoord@acawso.org



Trustee Ratifications

Dove H. Began in 2022; Requesting ratification for 2nd term, 1st year.

ACA Service Biography

2017	<ul style="list-style-type: none"> -Attended first ACA meeting February 28, 2017 -Started two face-to-face ACA meetings and served as Treasurer. -Started the Yellow Workbook with 1 group.
2018 – 2019	<ul style="list-style-type: none"> -Served as Treasurer and then rotated to Chair of both meetings.
2020	<ul style="list-style-type: none"> -Started third ACA meeting. -Started attending WSO Teleconferences monthly (4/2020 to current date). -Volunteered for service in the WSO Addressing Predatory Behavior Committee (which later became MSSC – Meeting and Service Safety Committee in 2020 and then became SRC- Safety Resources Committee in 2022) (to current date). -Group Rep for the Arizona Intergroup (to April 2024).
2021	<ul style="list-style-type: none"> -Attended Region 2 Meetings for the Arizona Intergroup for 10 months. -Selected as Co-chair of MSSC – Meeting and Service Safety Committee (to October 2023).
2022	<ul style="list-style-type: none"> -Applied for WSO Board of Trustees and was accepted and ratified. Started 1st year of first term. -Member of Concepts 2 & 6 Study Group- (to current date). -Appointed by the WSO Board as Interim Chair for Health and Safety Advisory Group (to July 2023). -Board Liaison of Region Subcommittee (to summer 2023). -Board Liaison of Fellowship and Public Engagement Collaboration Committee (to December 2023). -Attended in a non-role capacity: Global East and Global West, Volunteer Resources. -Member Services Committee (to summer 2023). -Started the Loving Parent Guidebook with home group - finished 9/2023.
2023 2023 con't	<ul style="list-style-type: none"> -WSO Board of Trustees – First Term, 2nd year. -Elected Vice- Chair of Executive Committee of the ACA WSO Board of Trustees. -Interim Chair for Health and Safety Advisory Group until July 2023 -Board Liaison YAT- Young Adult Teen Meeting Subcommittee until summer 2023. -Co-chair SRC- Safety Resources Committee until October 2023 -Selected as Interim Chair of MSC - Meeting Services Committee until summer 2023. -Completed the Loving Parent Guidebook September 2023.
2024	<ul style="list-style-type: none"> -WSO Board of Trustees – First Term, 2nd year. - Vice- Chair of Executive Committee of the ACA WSO Board of Trustees. - Member of Concepts 2 & 6 Study Group - Safety Resource Committee - ABC Study Group - Keep abreast of committees on Slack.



	- Planned the Spring Strategic Planning Retreat for the Board and WSO Committee Chairs and will be planning the Fall Strategic Planning Retreat.
Professional Background	<ul style="list-style-type: none"> - Real Estate Agent – 3 years. - Administrative Assistant to a Senior VP in a large US corporation. - Conference Coordinator for a large US teaching hospital. - Assistant Director of a 501 (c) 3- a non-profit 1992- 1998 - Retail store owner. - Clinical Hypnotherapist - 12 yrs.

It has been an honor to have served as a Trustee for the last two years. It has been filled with joy, frustration, confusion, learning, and some sorrows along with personal growth in recovery. I feel privileged to have been part of teams developing ideas to increase safety in our meetings. I look forward to continuing to be part of the teams and processes that assist in creating and strengthening the structure that leads us forward as an organization, thus making sure that adult children around the world have a program of recovery available.

In loving service,
Dove H, Trustee



Jim R. Began in 2024; Requesting ratification for 1st term, 1st year.

ACA Service Biography

YEAR	MEETING AND INTERGROUP	WSO
2013	Began ACA in February. Self-Parenting with Love, NY109, Brooklyn, NY . Service – Literature/ Mtg chair	
2014	Meeting service and fellowship	
2015	Greater New York ACA Intergroup (GNYAI) – Secretary/Treasurer – Developed a website	
2016	GNYAI - Helped produce Share-a-Day event in Brooklyn, NY; Treasurer	ABC Delray, FL – Intergroup Delegate WSO Committees: ABC ; Began planning San Diego & Toronto ABCs; Began working on Slack
2017	Cofounded, Men of Brooklyn ACA meeting, November GNYAI - Emcee at Share-a-Day event, Montclair, NJ;	ABC San Diego – GNYAI Delegate WSO Committees: ABC : assembled the Delegate Binder, planning ABCs: Toronto; and Malmo, Sweden OPPM, Ballot Prep, Service Network Committee
2018	GNYAI - Chair; Assisted with Share-a-Day event, Baldwin, NY	ABC Toronto – Assistant WSO Committees: ABC : assembled the Delegate Binder; planning for Malmo, Sweden, and Boca Raton OPPM Ballot Prep
2019	Moved from Brooklyn. Attended ACA in Huntington, NY. GNYAI - Reduced role. Produced Fellowship ‘Play Date’ – a picnic on	ABC Malmo – Assistant WSO Committees:



	Governor's Island, NY	ABC , assembled the Delegate Binder; planning for ABC Boca Raton OPPM Ballot Prep
2020	Joined a new meeting, Strengthening My Recovery (SMR) WEB0120 – Zoom, daily; Room Host and Meeting Chair and Newcomer Greeter; WSO Representative and ABC Delegate for the Group Established the treasury; Helped develop a WordPress website, acamorning.org	ABC 2020, Virtual – Delegate WSO Committees – ABC - Assembled the Delegate Binder; Ballot Prep
2021	SMR regular meeting services; WSO Representative and ABC Delegate for the Group Chaired a detailed meeting script review and edit;	ABC 2021 , Virtual – Delegate assembled the Delegate Binder WSO Committee work: Ballot Prep
2022	SMR regular meeting services; Also – Service Co-Secretary : organized online service schedule for 50+ weekly service roles	ABC 2022, Virtual – Attendee WSO Committees: Ballot Prep VRC (Volunteer Resource Committee), Cochair with Laura L: Volunteer Day production; WSO Field Trip ABC Study Group Cochair with John R CCP&S (Collaboration Committee, for Policy and Structure)
2023	SMR regular meeting services; Also – Organized a week-long Anniversary Celebration with online fellowship dance parties and activities; Chair, Business Meeting Study	ABC 2023, Virtual – Assist WSO Committees – - Ballot Prep , - CCP&S



	<p>Group, reviewing process and script; maintained a webpage of minutes and resources</p>	<ul style="list-style-type: none"> - VRC: initiated Service Wellness 24/7 program; started Meet&Greet., - Health and Safety Advisory Group - ABC Study Group, Charter focus; left in October Attended the Committee Chair Summit in Boca Raton; introduction to the WSO Service Academy
2024	<p>SMR regular meeting services; Also – Organize fellowship activities; Chair, Business Meeting Study Group Developed online polling process for reaching group conscience of Trustees</p>	<p>ABC 2024, Virtual – Assist WSO Committees: - Ballot Prep, leaving - CCP&S - VRC: suspending Service Wellness program; refine Meet & Greet; lead more WSO Field Trips; introducing ‘Consider Service’, a Volunteering program; direct outreach on Slack; work with the Service Academy - ABC Delegate Engagement - assist Application for Nomination to ACA WSO Board -Began Board service 4/18/24</p>
PROFESSIONAL BACKGROUND	<p>- Earned a Certificate in Horticulture in 1998 upon completion of the program.</p>	



	<p>- Volunteered at a non-profit botanical institution. Primarily worked in the library services assisting the public in finding plant and garden information. Also enjoyed being part of an annual plant sale, helping people find appropriate plants for their homes.</p>	
	<p>- Created and facilitated 'Your Garden Tutorial', a garden design workshop for homeowners, taking them through the process of documenting, evaluating, and planning their garden spaces. Conducted 'Living Lessons in Gardening', a garden tour/critique opportunity to study design and its possible application for the homeowner. I offered these classes over an 8-year period.</p>	
	<p>- Worked as Assistant Director of Horticulture at a cultural institution. Maintained a diverse 12-acre landscape as well as indoor plantings; for 7 years. I was a member of an associated professional organization. For which I both assisted in host and attended annual national conferences.</p>	
	<p>- Developed and taught a landscape design program, for employees of the municipal parks department, focused on parkland history and the development of a landscape design. I have been teaching this course for about 12 years, taking students through the inspiration, research and drafting of their park space. I have also developed and led a course all about the identification and treatment of weeds.</p>	
	<p>- Worked in other public parks, as well as for private design and maintenance companies. Eventually began gardening for my own private clients. This work continued for about a year after the pandemic lockdown, after which my work changed.</p>	



Rich R. – Began in 1919; Requesting ratification for 2nd term, 1st year.

ACA Service Biography

1986	Started sobriety in AA. My sponsor told me, “You have so many ACA issues that you won’t stay sober unless you address them!” So I started ACA within months of my last drink. All early ACA work was done with an ACA therapist. I have the same therapist 37 years later.
2006	When the BRB and YWB came out in 2006, ACA meetings in my area became functional, in my opinion. I started 3 ACA meetings and have held most all service positions over that time. I have sponsored many people, both male and female, and this is one of my favorite forms of service. Because of my profession I was able to experience many workshops and therapeutic modalities and I believe it is my duty in recovery to offer to pass this experience on to others.
2019	Joined the Board of Trustees.
2019	Chair of the “ACA Bill of Rights” working group. Finished the “Bill of Rights” in 2020.
2020	Presented the “Healthy Communications” workshop at the 2020 AWC.
2020	Chair of H+I and started the “ACA Information for Health Professionals” trifold. Finished the trifold in 2021.
2020	Chair of the HR Committee. Finished compiling the employee handbook.
2021	Left the Board of Trustees.
2021	Chair PS/H+I Committee.
2021	Co-chair Safety Resources Committee (SRC). Helped the committee write responses to questions and complaints from the fellowship. Helped SRC with the “Service Norms Document.”
2022	Helped the PS/H+I Committee present “Bringing ACA to Hospitals, Prisons and Therapists” at the 2022 AWC.
2023	Presented “Brain Connections, Trauma and Recovery” at the 2023 AWC.
2023	SRC finished the “Service Norms Document.”
2023	Helped the PS/H+I committee finish the “Correspondence Outreach to Institutions” guidelines and program.
2024	Rejoined the Board of Trustees, Term 2, Year 1.
Professional Background	
1986	Doctorate in osteopathic medicine and surgery.
1986-87	Internship
1989	Board certified in family medicine.



1991	Board eligible in addiction medicine.
1991-95	Medical director Care Unit Hospital of Albuquerque.
1990-92	Assistant medical director Cottonwood Hospital Albuquerque.
1994	Member of the Medicaid advisory committee state of New Mexico.
1997-98	President of the New Mexico Osteopathic Medical Association.
dates unknown	Multiple lectures given in; chemical dependency, medical detox from alcohol, medical detox from opiates, medically supervised withdrawal from nicotine, and child abuse.
dates could be figured out if I wasn't lazy.	Various professional and personal workshops with Pia Mellody, Bob Subby, Terry Kellogg, Bob Earll, Claudia Black and Terry Real.

I am able and willing to offer service as a trustee. Whether I offer service in my home group or at the WSO level, I grow in my recovery if I remain mindful of the process of recovery. I am always in process, forever the student and not the teacher. We are all in this together.

Something that helps me at all levels of service are the 4 C's of ACA. "Courage over Comfort; Curiosity over Confrontation." I have to find the 'Courage' to speak my voice, because my 'Comfort' is found in being silent. When someone says something I disagree with instead of going to 'Confrontation' which is what I learned in my family, I can choose the Healthy Adult/Loving Parent skill of being 'Curious,' as in, "Isn't it curious that we have such different ideas about this topic?" Curiosity feels engaging and supportive, confrontation feels uncomfortable and isolating to me. It is my choice.



Sue V. Began in 2021; Requesting ratification for 2nd term, 2nd year..

ACA Service Biography

January 2011	Joined ACA & my life changed.
2011	Provided service to my meeting group with literature, newcomer greeter etc.
2012	Coordinated with our intergroup our 1 st ACA public & member outreach at a 12 Step Conference, 11 years later my intergroup is continuing the tradition. Started new meetings and study groups. I became the literature coordinator for intergroup & home group.
2013	Joined Regional service group & started to rebuild our Intergroup for meeting support for literature and new meetings, studies, business meetings etc.
2014	Volunteered and was accepted as intergroup chair.
2016	Volunteered and was accepted as intergroup treasurer.
2017	Delegate for 2 years for intergroup, supported intergroup & volunteers to apply for 2018 ABC/AWC in Toronto. Co- chair in planning of 2018 ABC/AWC.
2018	Co-hosted 2018 ABC/AWC in Toronto. After, I took a 6 month leave for self-care.
2019	Delegate for 2 years for my home group. WSO Trustee asked me to become the 1 st chair of Global Members Subcommittee supporting Africa, Asia, Oceania, and Latin America. I was accepted at the 2019 ABC. I have worked on the connection's booklet.
2020	Provided support for 1 st online AWC & coordinated Global Members Committee participation. As part of service orientation & balance withdrew from local service roles.
2021	The Global Members Committee became a standing committee. I was accepted as their chair. I volunteered and was accepted as chair of the 1 st Publishing Committee. I applied to be a Trustee of the Board and was accepted.
2022	In July of 2022 volunteered to be chair of the Board and was accepted. Additional Conference chairs were needed at the 2022 ABC, and I volunteered from Global when there were not enough volunteers on the first 2 days and supported the Conference as a point of information on the 3 rd day. I supported the online AWC workshops & events. After, as part of service orientation, I withdrew as chair of Global.
2023	Continued as Chair of the Board and Chair of Publishing. Guided the implementation of adding tools to improve board operations and supported trustees with health challenges. Supported translation improvements, balancing fellowship, and business needs.
2024	Humble Adult Child, trusted servant Trustee, Chair of the Board and Chair of Publishing Committee. My 3-year term as Publishing Chair is complete.

Professional Background	
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Semi-retired	I have been working to full retirement for the last 2 years.
Former Director of Non-Profit Board	I worked for 2 years as a director of a Board in the health industry. I withdrew when I increased my service hours in ACA.
Organizational Ombuds and Coaching - my own company	Certified Ombuds and Charter Mediator working with numerous organizations across Canada and the USA in non-profit, profit and government agencies. Specializing in conflict resolution and healthy workplaces.
Workplace Investigator and Consultant- my own company	Investigated over 600 cases in human rights, harassment and bullying and disability.
Organizational Ombudsperson & Human Rights Consultant	Trained by lawyers, police and professionals in workplace investigation and workplace assessments. Trained in trusted servant leadership, crisis management, facilitation, mediation, and wisdom circles.
Senior Manager in Corporation within Canada	Managing department of 500 staff, 4 unions with a multimillion-dollar budget. Project management leader.
Graduated with Degree in Business	Majors- Finance and Organizational Development, prior spent a year in Nursing School.

I am a grateful and hopeful Adult Child from Toronto, Canada. My life has been completely transformed. I am living in the promises most of the time and when more wounds rise up through triggers, I now have hope and ACA tools to continue my healing process. I think of triggers as healthy pain and future gifts of healing.

I started service in my second year and discovered another layer of healing with many opportunities to integrate my ACA program in a service environment. I believe healthy service for me is working on what calls my heart and finding a service/life/work balance. I am a work in progress and inspired when working with members who live in the traditions, commitments of service with the loving parent. I believe we are the first generation gifted with the "Loving Parent" through the LPG for our personal recovery and for our service, especially at the world service level.

My service passion is with Tradition 5 in ensuring affordable and accessible literature around the world. I am committed to working with our fellowship, delegates, volunteers, staff, and Trustees to ensure a world service that is healthy and follows the traditions, concepts, and commitments of service.

My personal passion is spending time with family and friends, meditation, tai chi, qi gong, forest bathing (shinrin-yoku), hiking, connecting with animals and birds, gardening, movies, learning about history and other cultures. My adult children are 30 and 34 years old. I am asking to serve a 4th year as a trustee of ACA WSO.



Tamara P. - Began in April 2021; Requesting ratification for 2nd term, 2nd year.

ACA Service Biography

October 2012	Joined my first meeting, and within 3 months learned that a call had been put out for a new group of people to run MN Intergroup, attended the first meeting and joined as Secretary.
2013-2016	MN Intergroup Secretary
	Along with 8 other ACAers, took on the role of re-building the MN Intergroup structures, including building a website, updating contact information for MN Intergroup across the internet, and attending several home meetings to both confirm that a home group was active and to introduce ourselves as the face of MN Intergroup.
2017-2020	Elected MN Intergroup Chair, spearheading the evolution to create programs that the Fellowship asked for. Met with Fellowship and, based on their input, created a five year roadmap for creating Speaker series, Yellowbook Workbook program, two annual gatherings.
2018	Served as delegate at ABC representing MN Intergroup.
2021-present	ACA WSO Board of Trustees, serving as Secretary beginning 2022 and Treasurer beginning 2024.
Professional Background	<p>I am Project Manager by trade with 23 years of experience at a telecommunications company. My skill set is in resolving friction points, identifying improvement opportunities, and implementing solutions that optimize processes and performance. I have strong collaboration and group facilitation skills. I am passionate about empowering my team and fostering a culture of innovation.</p> <p>Professional Strengths:</p> <ul style="list-style-type: none"> · Identifying and pursuing multiple possibilities · Brainstorming and creatively solving problems · Motivating others by bringing energy and enthusiasm to any task · Communicating or "selling" ideas and possibilities to others · Working closely with teams

Three years ago, I was excited to start my role as a board member at large, exploring the ways in which I could bring my professional and personal skill sets to benefit and strengthen the ACA program.

Three years later, I am still excited by the opportunities to serve the fellowship in helping to build the program tools and resources at their direction. Every conference brings new discussions and new opportunities to create and refine ways to bring the message to adult children who still suffer, wherever they may be in the world.



SECTION V - REPORTS

Racial Trauma Service Group

Inception Date	Sunset Date
August 8 2023	

Chair / Vice Chair (<i>First name, Last Initial; State or Country</i>)		
Alaska Y, CA Chair		Willi F, CA Vice Chair
Members (<i>First name, Last Initial; State or Country</i>)		
Chantelle B, FL Secretary	Carlos L, FL	Shanon M, NM

Statement of Purpose
<i>The primary objective of the Racial Trauma Service Group is to provide guidance for acknowledging and recognizing the impact of systemic racism on family dysfunction and the adult child experience, both within ACA literature and in policies and communications affecting the broader Fellowship.</i>

Bullet list of committee activities since the last ABC
<ul style="list-style-type: none"> ● 8 August 2023 QDM: 2023 ACA ABC Floor Motion 7 received conference approval <ul style="list-style-type: none"> ○ Presented an Implementation Plan for the “BIPOC working group” ● Established the Racial Trauma Service Group (RTSG) <ul style="list-style-type: none"> ○ Service Group within and reporting to the Literature Committee ○ Presented progress reports to delegates at 11/2023 and 2/2024 QDM ● Conducted two events to introduce RTSG to the fellowship ● Facilitated the inclusion of racially identified member contributions in ACA literature ● Convened members to begin development of Racial Trauma 4th step inventories ● Refined RTSGs objective and purpose within ACA <ul style="list-style-type: none"> ○ Redefine implementation plan to better serve our objectives

Tasks Completed

Goals for the year ahead
<ul style="list-style-type: none"> ● Introduce a definition of Racial Trauma as it pertains to family dysfunction ● Conduct workshops to introduce identifying and acknowledging the effects of Racial Trauma ● Facilitate opportunities for fellowship engagement/sharing/identification to cultivate the sense of unity needed to continue the recovery process ● Incorporate into ACA literature recognition of Racial Trauma’s effect on family dysfunction

WSO Website - Repository URL of meeting minutes / reports
https://acawso.org/category/the-racial-trauma-service-group/

Committee Contact information
racial-trauma@acawso.org



STUDIES Created at 2022 ABC

ABC/AWC Study

ABC Study Subcommittee Report

April 2024

Inaugural Meeting: November 2, 2022

Service Positions: We currently rotate the Chair position

Committee Meetings: 1st and 3rd Tuesdays at 5:00 ET on Zoom (Meeting ID: 993 7036 0615 Passcode:182011)

Homepage: <https://acawso.org/abc-awc-study>

Contact: abcstudy@acawso.org

WSO ACCOUNTABILITY STRUCTURE

This Study Group is a subcommittee of the WSO's ABC/AWC Committee, which is responsible to the WSO Board via the Policy & Structure Collaboration Committee.

MEMBERSHIP

The currently participating members of the subcommittee are:

- Charlie H Virginia, USA
- Marcus H California, USA
- Josh W Washington, D.C., USA
- Pam M California, USA
- Carole C California, USA
- Bradford H Oklahoma, USA
- Jim M California, USA
- Kaz S Washington, USA
- Marion M United Kingdom
- Dove H Arizona, USA
- Sue V Toronto, Canada
- Mary Jo L Illinois, USA
- Bill D California, USA

BACKGROUND

Opportunities for beneficial changes to strengthen the structure and functioning of the Annual Business Conference have been identified since at least 2017 (see the *Service Structure Committee report* delivered to the 2017 ABC within the [2017 Delegate Binder](#)).

In the 2022 Ballot Proposal cycle, 2 separate Ballot Proposals (2022-10 and 2022-12) came to the ABC Agenda for discussion around restructuring of the ABC (see [2022 ABC Minutes](#), p46). Delegates opted to combine these 2 items with a third Ballot Proposal (2022-11, regarding the AWC) into a single motion.

Passed motion from the 2022 ABC: to direct the ABC AWC Committee to coordinate an in-depth and inclusive study regarding possible changes to the ABC and AWC structures. The study will consider all fellowship viewpoints, and all delegates and members of the fellowship will be invited



to participate. Findings will be presented to the 2023 ABC, and regular updates will be provided to 2022 ABC delegates and the fellowship.

The ABC/AWC Committee subsequently created this subcommittee to handle that task.

At the 2023 ABC, the ABC Study Subcommittee gave a presentation (see [here](#)), and presented a motion to the Delegates, which was approved (see [2023 ABC Minutes](#), p 9-11)

Passed motion from the 2023 ABC: to approve extending the ABC/AWC Study to provide recommendations without limitation, including:

- *Drafting a charter for the conference, and*
- *recommendations for changes in other areas, depending on availability of adequate resources, and*
- *separating the AWC study from the ABC study, creating an additional study as resources permit, and*
- *that the delegates will receive regular updates until the study is completed.*

Regarding “*recommendations for changes in other areas, depending on availability of adequate resources*” (from the passed 2023 ABC motion) – this subcommittee has identified (as presented in our [Report to the 2023 ABC](#)) “other areas” for review for potential changes to include, resources permitting:

- Empower the Delegation to take more responsibility.
- That the WSO Board assist with founding a stronger delegation.
- Shift administration of the ABC and Quarterly Delegate Meetings from the WSO to the delegation.
- Review the Ballot Proposal process to create better ways to receive guidance from the fellowship.

PROGRESS SINCE 2023 ABC

Since the report presented at the 2023 ABC, this subcommittee has done the following:

- Wrote an article for the ComLine Blog (see [Transformations](#)), to describe our task and encourage participation from the fellowship and their delegates.
- Our primary focus at this time is on developing a draft Conference Charter for ACA. To that end we:
 - Received a briefing from a representative of the A.R.T.S. Anonymous 12 Step program about their recent process of developing a conference charter.
 - Assembled side-by-side comparison of each section of the charters from other 12 Step programs in order to find similar themes which we might include in an ACA Conference Charter.
 - Agreed on a trial process to develop a draft of each section of a Conference Charter, one section at a time.
 - Working from an initial proposal for an ACA Conference Charter and from the spreadsheet of provisions in the charters of other programs, began developing a draft of a charter for ACA.



NEXT STEPS

The subcommittee expects to complete the following tasks during the next year:

- Regarding the Charter: Develop and present a recommended ACA Conference Charter for the 2025 ABC. Interim steps include:
 - Complete a draft of an ACA Conference Charter.
 - Collaborate with the Concepts Study Group to ensure harmony between the draft charter and the ACA Concepts.
- Regarding “*recommendations for changes in other areas, depending on availability of adequate resources*” (from the adopted 2023 ABC motion)
 - Develop and present proposals and/or recommendations to the 2025 ABC, including
 - Identifying and prioritizing all elements and processes (such as ballot proposals, agenda development, service structure, conference organization and structure) that impact the ABC and other meetings of Conference Delegates.
 - Assess the effectiveness of those elements and processes to develop recommendations for improvements.
 - Develop recommendations for delegate meetings between the Annual Business Conferences.



Concepts II and VI Study

Coming Soon



Name Change Study

Coming Soon



BOARD & MANAGEMENT

WSO Board of Trustees Report



World Service Office Report



World Service Office Report

Statement or Description of Purpose

The World Service Office purpose includes acting as the worldwide clearing house for all things related to the ACA Fellowship worldwide including overseeing and coordinating the production and distribution of ACA literature and materials, assisting new and existing groups, assisting with ACA's public outreach efforts, and responding to the needs of members, groups, service entities, and the public.

The office also administers the legal responsibilities of the fellowship with respect to government regulations and reporting, accounting, human resources training and documentation, intellectual property management, and by maintaining the archives and files of ACA.

Special Worker Staff and Consultants (First name, Last Initial; State or Country)

Bill D., General Manager, California	Sarah O., Accounting, California
Sylvia M., Finance Controller, California	Jose V., Order Specialist, California
Brad L., IT Manager, Maryland	Carrie R., Customer and Member Services, California
Trish I., Exec Assistant to Board, Florida	David K., Amazon Fulfillment Associate, California
Markus S., Pub. Consultant, Sweden	Marion M., Translation Support, UK
Marcin C., IT Administrator, UK	Pam S., Publishing Support, New York

WSO Website - Repository URL of meeting minutes / reports

<https://acawso.org/category/wso-office/>

Office Contact information

Email Contact: info@acawso.org

Slack Channel: Bill D

World Service Office Highlights for 2023

1. Printed and distributed 75,455 books through all platforms. **Up 11% over 2022**
2. Printed and distributed 54,788 booklets & trifolds through all platforms. **Up 34% over 2022**
3. Ordered and distributed 27,187 chips and medallions. **Up 89% over 2022**
4. Published and distributed 12,060 e-books and 3,950 audiobooks. **Up 56% over 2022**
5. Received and responded to 8,131 calls and emails to the office
6. Logged 206 Donated Hours by Volunteers in the Office **Up 136% over 2022**
7. **Planned and relocated the office in July 2023 increasing space by 40% at same cost**
8. Onboarded Sylvia M. as our new controller to replace Lucia S who retired.
9. Oversaw the implementation of a more streamlined method for translation teams to work.
10. Co-coordinated the combined Board Planning Meeting and the 2023 Boca Regional Convention with the SoFL IG drawing over 300 adult children.
11. **Launched a Canadian print hub and fulfillment warehouse bringing the total to 3 outside the US.**
12. **Began printing in the EU** after selecting a print hub and fulfillment warehouse location.
13. Sent approximately 32 Copyright infringement notices to vendors, individuals and social media websites.
14. Overhauled the ACA WSO Employee Handbook to maintain compliance with regulations.
15. Leveraged alternative printing vendors globally to counteract the supply chain disruptions facing the printing industry worldwide.
16. **Ended the year with 30 e-books for sale on the ACA WSO webstore. 21 of those were translated e-books.**
17. **Completed a full year of the social media pilot project with a motion sent to the ABC.**



Goals for the year ahead

The World Service Office meets an important need as a clearing house for the fellowship and the WSO board and committees, but with the focus providing literature and fellowship services while revising the organizational structure to accommodate the worldwide growth.

The goals for the coming year are:

1. Ensure the continued availability of ACA literature and products to members and groups around the world by establishing a 4th print hub and warehouse fulfillment operation in Eastern Europe.
2. Implement an inventory management system and a database driven solution for WSO resource and project management.
3. Organize and position the World Service Office and staffing to meet the growing needs of the fellowship.
4. Invest in public outreach by utilizing social media, enhanced public outreach, and direct communications.



Treasurer's Report

Coming Soon



BUSINESS AND OPERATIONS

Data Analysis Committee Report

Committee	
Name of Committee:	Data Analysis
Type of Committee (standing, ad hoc, other):	Standing
Collaboration Committee Reports to:	Business Operations

Inception Date	Sunset Date
July 4, 2022	

Chair / Vice Chair (<i>First name, Last Initial; State or Country</i>)	
Brian Ph - Thailand	
Members (<i>First name, Last Initial; State or Country</i>)	
Brian, Ph	Thailand
Cat G.	USA
Cheryl B.	California, USA
Mardi M.	Montana, USA
Ralph B.	Iowa, USA
Sue V.	Canada
Tray S.	North Carolina, USA

Statement of Purpose
<p>The committee would be responsible for conducting selected future data-oriented projects and providing best-practices suggestions for other data projects for other teams, including surveys and presenting results as we have resources. We will develop data stewardship practices and procedures. As we grow, we will begin to provide consultation about survey development and analysis to service groups within ACA. We will work with other committees to inventory their existing data.</p>

Bullet list of committee activities since the last ABC, May 2022
<ul style="list-style-type: none"> ● Create ABC 2022 Day 1&2 Survey, July 7, 2022 ● Launch ABC 2022 Day 1 & 2 Survey, July 9, 2022, to July 19, 2022 ● Receive preliminary results on ABC 2022 Day1&2 ● ABC 2022 Day 1&2 Survey Report posted in Slack, July 22, 2022 ● Create ABC 2022 Day 3 Survey, Aug. 11, 2022 ● Organize date, time for first meeting, August 11, 2022 ● Data_Analysis_Committee Meeting Aug. 15/16, 2022 ● Pilot tested ABC 2022 3rd day, Aug. 21, 2022 ● Launched ABC 3d Day Survey, Sept. 4, 2022. Closed Sept. 15, 2022 ● Data_Analysis_Committee Meeting Sept. 16/17, 2022 <ul style="list-style-type: none"> ○ Agreed on statement of purpose ○ Selected Chair ● Data_Analysis_Committee Meeting Oct. 14/15, 2022 <ul style="list-style-type: none"> ○ Internal training on coding qualitative data ○ Confirmed selection of Chair



Bullet list of committee activities since the last ABC, May 2022

- Agreed to recruit more members
- ABC 2022 Day 3 Survey Analysis, Oct. 20, 2022
- ABC 2022 Day 3 Survey, sent preliminary results and comments to Board, Oct. 23, 2022
- Pilot test Quarterly Delegate Meeting Survey Nov. 12, 2022, Nov. 10, 2022
- Data_Analysis_Committee Meeting Nov. 18/19 2022
 - Working with Michelle H, ABC Planning to include Survey Statement of Purpose, Nov. 18-21
 - Developed privacy policy standard for WSO survey, Nov. 22, 2022
 - Check with Board, ABC Planning, Data Analysis Committee for final edits
- Launch Quarterly Delegate Meeting Survey Nov. 12, 2022, on Nov. 26, 2022, closed Dec. 9, 2022
- Analyzed QDM Survey Results Nov. 18, 2022, on Dec. 6, 2022
- Sent preliminary results of QDM Survey Results Nov. 18 to Board on Dec. 10, 2022
- Assisted Name Change Study in making a survey, Dec. 12, 2022
- Assisted ABC Proposal & Ballot Prep make a survey, Dec. 16, 2022
- Data_Analysis_Committee Meeting Dec. 16/17, 2022
 - Gave group feedback on Name Change Survey and ABC Ballot Prep Survey
- Data_Analysis_Committee Meeting Jan. 20/21, 2023
 - Group review of qualitative coding of QDM Survey Results Nov. 18, not in unanimous agreement on to make report public
- Coordinated with ABC Planning, Tray attended meeting, Jan. 21, 2023
- Coordinated with WSO, BP attended QDM run-through, Feb. 15, 2023
- Create pilot version of QDM Survey Feb. 18 on Feb. 15, 2022
- Pilot test QDM Survey Feb. 18 on Feb. 23, 2023
- Data_Analysis_Committee Meeting Feb. 24/25, 2023
 - Team revision of QDM Feb. 18 sSurvey
 - Group agreed to make QDM Nov. 18 Survey public
- Create pilot2 QDM Survey Feb. 18 on Feb. 24, 2023
- Posted QDM Survey Nov. 18 in Slack on Feb. 25, 2023
- Launched Quarterly Delegate Meeting Survey Feb. 18, 2023 on Feb. 26, 2022 and left open until March 17, 2023
- Data_Analysis_Committee Meeting March 17/18, 2023
 - Reviewed QDM Survey Feb results
 - Assigned parts of comments to be coded
 - Internal training on coding qualitative data
- Received qualitative coding from Cheryl, Mardi, Ralph, and BP April 2, 2023
- Last review by committee of QDM Survey Feb, April 5, 2023
- QDM Survey Feb made public, sent to WSO Secretary to include in report, , April 5, 2023
- QDM Survey Nov sent to WSO Secretary on April 4, 2023
- Formatted version of ABC 3rd Day, sent to WSO Secretary on April 9, 2023
- Revised ABC 2022 Day 1 & 2 Survey Report, sent to WSO Secretary on April 10, 2023
- Send in this Committee Report April 10, 2023

Tasks Completed

ABC 2022 Day 1 & 2 Survey
ABC 2022 3d Day Post Survey
Quarterly Delegate Meeting Survey Nov. 12, 2022



Tasks Completed

Developed privacy policy standard for WSO survey, Nov. 2022
Assisted Name Change Study in making a survey, Dec. 12, 2022
Assisted ABC Proposal & Ballot Prep make a survey, Dec. 16, 2022
Quarterly Delegate Meeting Survey Feb. 25, 2023

Goals for the year ahead

- ABC 2023 Survey
- Quarterly Delegate Meeting Surveys 3 times
- Develop several smaller surveys to help support the ABC/QDM
- Assist other committees/studies as requested
- Develop Best Practices for surveys WSO

WSO Website - Repository URL of meeting minutes / reports

<https://acawso.org/category/data-analysis/>

Committee Contact information

data@acawso.org

WSO Slack: data_requests

Meetings every 3rd Friday/Saturday 6 PM EST/EDT unless otherwise scheduled



Finance Committee Report

Coming Soon



Information Technology Committee Report

Committee	
Name of Committee: Information Technology (IT)	
Type of Committee (standing, ad hoc, other): Standing	
Chair / Vice Chair (<i>First name, Last Initial; State or Country</i>)	
Chair: Marcin C., Essex, United Kingdom	Vice Chair: Brad L., - MD, USA
Members (<i>First name, Last Initial; State or Country</i>)	

<u>IT Committee</u>	<u>Website Redesign Subcommittee</u>	<u>Meeting List Maintenance Subcommittee</u>	<u>Business IT Subcommittee</u>	<u>IT Policies and Procedures Working Group</u>
Marcin C (chair) – Essex England	Kathy T (chair) – CA, USA	Mary Jo L (chair) - IL, USA	Brad L (chair) - MD, USA	Clare W (chair) – Sydney, Australia
Brad L (vice-chair) – MD, USA	Brad L - MD, USA	Boaz- FL, USA	Marcin C – Essex, England	Brad L - MD, USA
Boaz- FL, USA	Jackie M. – LA, USA	Brad L - MD, USA		Mary Jo L– IL, USA
Clare W – Sydney, Australia	Mary Jo L– IL, USA	Lisa B., -NV, USA		
Jackie M - LA, USA	Marcin C- Essex, England	Kathy T - CA, USA		
Kathy T - CA, USA		Marcin C - Essex, England		
Lisa B- NV, USA				
Mary Jo L– IL, USA				

Statement of Purpose
The Information Technology Committee supports a number of websites, including adultchildren.org , shop.adultchildren.org , shop.adultchildren.ca (Canada), acawso.org , acawsoec.org , and acaworldconvention.org . We also provide technical guidance for the shopping cart, teleconferencing and other technical tools to support the work of other committees, special workers, and the Board of Trustees.

Bullet list of committee activities in 2023
<ul style="list-style-type: none"> ● Current adultchildren.org website updates ● New adultchildren.org website – work with vendor Next Level has been completed ● New adultchildren.org website (in progress) - started to work with a new vendor Delicious Media ● Deployment of new 7th tradition pages ● Canadian Shopify store deployed ● Supported the 2023 ABC and QDMs ● Dealt swiftly with data exposure on WSO web servers ● Collaborated with the Health and Safety in Service advisory group in process of user management in ACAWSO Slack Workspace ● Submitted a ballot proposal that was collaborative effort of the IT and ABC Committees



- IT Committee attended and supported Regional Event in Boca Raton/Board Strategic Meeting/Committee Chairs Summit
- Supported the 2023 AWC
- Maintenance of ACAWSO.org
- Meeting List Maintenance
- IT Policy and Procedures (new) Working Group
- Efficiency and Cost Improvements
- Ongoing Security of WSO Systems
- Working with WSO

Tasks Completed

Current adultchildren.org website updates

- all recommendations from the initial security audit were either implemented or are under contract for completion
- continued to update pages where necessary
- cookies compliance notifier was added to all WSO websites
- exit notifier was updated to a new one as the old one was not supported

New adultchildren.org website – working with vendor Next Level has been completed

- moved the website to ACA WSO's server
- tested functionality of the meeting plugin
- created various pages for the new website

New adultchildren.org website (in progress) – working with vendor Delicious Media

- interviewed possible developers to maintain the meeting plugin and signed a short term contract with company named Delicious Media
- commissioned first project to the Delicious Media
- created many pages with the new design
- started to work on the volunteer portal idea
- tested the website extensively

Deployment of new 7th tradition pages

- redesigned 7th Tradition forms and implemented a monthly goal with Finance Committee

Canadian Shopify store deployed

- overcame various obstacles in launching the store
- the store allowed Canadian members to purchase the books in their country

Supported the 2023 ABC and QDMs

- updated the conference page, created forms for each meeting
- facilitated digital worldwide voting using Election Buddy software
- performed all tech duties before and during all the events
- supported Data Analysis Committee in sending out surveys

Implemented findings from the initial security audit of adultchildren.org website

- replaced obsolete software[plugins] on the website with those that are currently supported to ensure security updates

Collaborated with the Health and Safety in Service advisory group in process of user management in ACAWSO Slack Workspace

- helped to develop and implement WSO Communications agreement form



- processed new users and added them to the WSO Slack workspace

IT Committee attended and supported Regional Event in Boca Raton/Board Strategic Meeting/Committee Chairs Summit

- prepared registration page
- supported fellowship members with registration, event and meal issues
- coordinated with various vendors
- on site management of all event issues throughout the regional event
- managed audio recordings of workshops and speaker meetings
- researched A/V needs for the event and managed the on site A/V contractors

Supported the 2023 AWC

- created web page and forms
- assisted in zoom training for hosts
- members of the IT Committee tech hosted some parts of the AWC
- prepared the recordings for initial review

Maintenance of ACAWSO.org

- new committee page designs
- ongoing updates to committee pages, links and menus
- uploading committee reports on a monthly basis

Meeting List Maintenance

- Removed inactive meetings and IG's
- Approved new meeting registrations/updates as well as Intergroups
- Corresponded with fellowship members regarding efficacy of listed groups. The group corresponded with or handled over 9700 requests

IT Policy and Procedures Working Group (new)

- Records policy and procedures for the IT committee as well as IT policy for WSO

Efficiency and Cost Improvements

- Reduced WSO costs by seeking out and taking advantage of non profit discounts on services such as Zoom, Adobe, and more.
- Deployed remote control software to all WSO PCs

Ongoing Security of WSO Systems

- Worked with contractors to harden our website databases against website breaches
- Planned security audit for the second half of 2024

Working with WSO

- Coordinating with WSO office to implement new inventory control software
- Deployed e-books on the WSO store in coordination with publishing
- Email creation, web page updates, zoom hosting support, calendar maintenance, web form support and much more for various committees

Goals for the year ahead



- Deployment of the new adultchildren.org website
- Hiring of a long term contractor to support and enhance the WSO meeting plugin
- Continue to harden our websites against attack
- New pathways for inviting and supporting WSO volunteers
- Continued support of ALL WSO committees, the Board, and the WSO Office
- Perform assessment of the acawso.org websites for a rehaul

WSO Website - Repository URL of meeting minutes / reports

<https://acawso.org/it-committee/>

Committee Contact information

itchair@acawso.org



Publishing Committee Report

THE ACA WSO 2024 ANNUAL COMMITTEE REPORT for the PUBLISHING COMMITTEE and the TRANSLATIONS SUBCOMMITTEE

Committee
Publishing Committee

Inception Date	Sunset Date
April 25, 2021	none

<i>Chair / Vice Chair (First name, Last Initial; State or Country)</i>		
Chair: Sue V. (Canada)		Vice Chair: open
<i>Current Members (First name, Last Initial; State or Country)</i>		<i>Past Members</i>
Bill D. (CA) Marion M. (UK) Markus S. (Sweden)	Barb S. (US) Laura L. (CA) Ralph B. (IA) Shangreila S. (India) Ulrich H. (WI)	Christine E.B. (Canada) Marcin C. (UK) Meghan B. (Colorado) Sharon C. (Puerto Rico)

Statement of Purpose
<p>To create a WSO Publishing Committee that will centralize and direct all publishing activities, and ensure efficient, affordable delivery of literature to the entire world fellowship, with consistent business practices and oversight.</p>

Bullet list of committee activities since the last ABC
<ul style="list-style-type: none"> * Provided additional support for the translation groups with new processes and received additional staff support. We are supporting the efforts to obtain a translation management system. * Our translation subcommittee has partnered with translation teams with the same language to create a “unity” version, example - Spanish, Portuguese, and French. * Our translation subcommittee has started work on expanding the glossary of “words” to include a definition of the meaning to support the translation groups. * We are providing feedback and resources to increase accessibility and diversity for upcoming audiobooks. Please note, there is some braille material. Contact



info@acawso.org for more info.

- * We are working with the Literature Committee to publish new English literature such as, "A New Hope", "Connections", and "Ready, Set, Go".
- * We have 55+ publication translations in process, which include the Arabic, Hebrew, Hindi, Romanian, and Spanish translation of all 5 books.
- * The Loving Parent Guidebook is being translated into several languages, including Spanish, Italian, Japanese, German, and Dutch.

Tasks Completed

- * Completed ebook publishing backlog. All English and Translated books have been converted to ebooks. This was a 3 year plan.
- * We have ebooks in 12 translated languages for a total of 21 ebooks.
- * Updated the publishing and translation webpages.
- * Worked with Global Members to work through the requirements for publishing a ballot on the International Literature Scholarship Fund for the 2024 ABC.
- * We have completed BRBs for French, Swedish, and Lithuanian languages, with the Polish BRB due shortly.
- * We have kept our fellowship supplied with Loving Parent Guidebooks by managing the reprinting and shipping of 15,000+ books.
- * A Translations workshop was presented at the 2023 AWC with speakers from 5 languages.
- * We have created a new Translation trifold to help increase communication and education about the translation process.

Detailed descriptions, as needed

- * We have started to sing birthday wishes as part of our celebration and appreciation section.
- * We have translations of our publications active in 22+ languages.
- * The first ever Arabic SMR has been submitted.
- * We delivered Loving Parent Guidebooks to the South African Intergroup.
- * Please note, there is some braille material. Contact info@acawso.org for more info.

Goals for the year ahead

- * Publish emerging English literature when ready, such as "A New Hope", "Connections", and "Ready, Set, Go".
- * As part of increasing accessibility, complete audiobook publishing of SMR, LPG, and updating the BRB.
- * Increase communication on how the Publishing Committee is serving the worldwide fellowship.
- * Document policies and procedures for the Publishing Committee and staff.
- * Create an International Literature "Scholarship" fund page on ACAWSO.org and



AdultChildren.org websites, update the guidelines for applying, add a form to be completed for requests, and add heartfelt stories, successes, etc. We are working with the General Manager to support obtaining specific information on approvals needed for expanding the scope to include translations and other publishing activities needed to support economically challenged international regional areas.

- * Increased communications with the translation groups and worldwide fellowship on how the Publishing Committee and Translations Subcommittee are serving ACA WSO, and increased information on how to preserve our copyright in unity with all groups.
- * Continue to support the Literature Committee for English new publications and Translations groups for translated publications. As well as the new audiobook launches, which includes a special format, such as DAISY (Digital Accessible Information System), for our fellow travelers with visual challenges and blindness.
- * Support the assessment and implementation of a new translation management system to increase support for our translation groups and the staff.

WSO Website - Repository URL of meeting minutes / reports

Publishing Committee: <https://acawso.org/publishing/>

Committee Contact information

Sue V, Chair Publishing Committee: publishingchair@acawso.org

Meetings schedule: Publishing committee meets on Fridays, (every two weeks) at 9:30 am EDT, 6:30 am PDT, 1:30 pm GMT, 3:30 pm CET, 3:30 pm SAST, 7:00 pm India.

Meeting Link: <https://us02web.zoom.us/j/85771893168>

Meeting ID: 857 7189 3168 Passcode: 382777

Slack channel: #publishing_open_forum. Please feel free to join us.

Requests to publish approved English or Translated literature, please complete the intake form: <https://acawso.org/wso-publishing-intake-form>

Questions for the publishing staff, please email Markus S: pubstaff@acawso.org

To request a translation license or volunteer in providing translation support to our international translation groups, contact: translations@acawso.org

International Intergroups can order literature on this link: <https://adultchildren.org/international-literature-order-request-form>



Translation Subcommittee Meets: 3rd Wed of the month, 1 pm EST, 7 pm CET
Meeting link: <https://us02web.zoom.us/j/87905902057>
Meeting ID: 879 0590 2057 Passcode: 969814

Translation Subcommittee webpage: <https://acawso.org/translations/>

Slack channel: #literature_translations

**All are welcome to attend.* [Committees Calendar | ACA WSO](#)

Volunteers:

To volunteer for the Publishing Committee, please email Sue V., Chair, at publishingchair@acawso.org

Sue V is completing her 3 year term as chair of the Publishing Committee. The Publishing Committee will need a new chair with good organizing and planning skills, project management experience would be helpful.

Also needed are proofreaders, writers for new and updated publishing policies, researchers for new projects, such as translation software, Audible publication conversions, Braille manuscripts, volunteer coordinator, translations coordinators to answer emails, and secretary and/or admin work for the committee.

This is a fun and satisfying committee to join, we hope to see more new members soon.

To order literature:

International Literature Order Request Form: <https://adultchildren.org/international-literature-order-request-form/>

ACA WSO Shopify: <https://shop.adultchildren.org/>

Canada ACA WSO Shopify: <https://shop.adultchildren.ca/>

Amazon: <https://www.amazon.com/Books-ACA-WSO/>

TRANSLATIONS SUBCOMMITTEE



Subcommittee
Translations Subcommittee

Chair / Vice Chair (<i>First name, Last Initial; State or Country</i>)	
open - to volunteer, please email Sue V publishingchair@acawso.org or Marion M pubsupport@acawso.org	
Members (<i>First name, Last Initial; State or Country</i>)	

Statement of Purpose
To provide support, guidance and resources for Translation Teams around the world.

Tasks Completed
<ul style="list-style-type: none"> * Established dedicated special worker support for Translations Teams. * Issued over 120 translation licenses for publications. * Helped establish a system on the WSO Google Drive to record and manage translation licenses. * Streamlined, standardized, and documented new processes for Translations Teams. * Worked with other staff to establish access-control systems for translations-in-development designed to better protect copyright. * Assisted and supported many new translation teams to license and get started. * Provided support and conflict-resolution for translation teams, and between translation teams and WSO to achieve compliance with licensing and copyright requirements. * Assisted and supported the Spanish, Portuguese, and French teams to establish a "unity" approach to address the complexities of many dialects around the world, so there is only one version of each publication. * Worked with other staff to create first-pass translations for 15 publications using state-of-the-art machine translation software (DeepL) to assist translations teams, and Google Translate to assist the Hindi team. * Continued the English Foundation Glossary project, to create a dictionary of ACA terms that includes a definition of the meaning, examples of use, and publication page references for all these terms in order to support the translation teams and facilitate more accurate first-pass machine translations. * Worked with Global Members to work through the requirements for publishing a ballot on the International Literature Scholarship Fund for the 2024 ABC.



Goals for the year ahead
<ul style="list-style-type: none">* Continue to support and encourage existing licensed Translations teams to successfully complete licensed translations of ACA publications.* Encourage and support new Translations teams to form, license, and function successfully to translate ACA literature.* Relicense all prior-to-2024 translators to comply with current legal requirements.* Support the assessment and implementation of a cloud-based translation management system to increase support for our translation groups and the staff.* Continue to use machine translation software to create a first-draft translation for licensed Translations teams wherever feasible, in order to speed the translation process.* Provide the English Foundation Glossary to translation teams to simplify and speed the translation process and ensure consistency across translations.* Continue to conduct monthly Translation Subcommittee Zoom meetings for translators.* Train translators on new WSO systems and procedures.* Work with IT to automate the translation submission process and as much of the licensing process as possible.* Work with IT to facilitate the automated sharing of translated SMR daily readings.

WSO Website
Translations Subcommittee webpage: https://acawso.org/translations/

Subcommittee Contact information
Please email Barb S: translations@acawso.org or Marion M: pubsupport@acawso.org
Translation Subcommittee Meets: 3rd Wed of the month, 1 pm EST, 7 pm CET Meeting link: https://us02web.zoom.us/j/87905902057 Meeting ID: 879 0590 2057 Passcode: 969814
Translation Subcommittee webpage: https://acawso.org/translations/
Slack channel: #literature_translations. All are welcome. Please feel free to join us.
Committees Calendar ACA WSO www.acawso.org



POLICY AND STRUCTURE

ABC/AWC Committee Report

Coming Soon



Ballot Preparation Committee Report

Committee
Ballot Prep Committee

Inception Date	Sunset Date
Way back when (can be researched if necessary)	Ongoing

Chair / Vice Chair (<i>First name, Last Initial; State or Country</i>)	
Currently: Rotating Chair / Jim R was Chair until December 2023	
Members (<i>First name, Last Initial; State or Country</i>)	
Mary Jo L., IL, USA / Jim R., NY, USA / Kelle J., FL, USA / Karin S., IL, USA / Sue V., Toronto, Canada / Tamara P., SC, USA / Lisa L., NY, USA (member until February 2024)	

Statement of Purpose
The Ballot Prep Committee (BPC) oversees the proposal process – educating the fellowship, calling for and developing proposals, encouraging translations, compiling a Ballot, encouraging the vote, and tallying and announcing the results. (The current ballot process is outlined on last page of this report)

Bullet list of committee activities since the last ABC
<ul style="list-style-type: none"> ● 2023 ABC - Floor Motion was presented by Mary Jo - IL172: Motion: On behalf of the Ballot Preparation Committee, we recommend that the Ballot Proposal Process is suspended for one year while the committee is reorganized and the delegates are tasked with developing a new process, as well as looking at other fellowship models for receiving fellowship input in partnership with the ABC Study Group. <ul style="list-style-type: none"> ○ Result: after discussion, it was NOT PASSED to go to worldwide online voting with 56% in favor, which is under the 60% threshold - therefore it was referred to the Board. ○ The Board met with members of the committee, and it was decided that the existing process would be maintained for another year. ● Mid-June –BPC began discussion as to moving forward with the current ballot process (as outlined in the OPPM, pp.44-46 of the most recent version posted on the website, revised 4.30.2023) for another cycle (through the 2024 ABC) ● Decision to remain with the current process as outlined in the OPPM - new volunteers came on board to assist.



- August 20: Call for Proposals; email went out to the fellowship (groups)
- As Proposals came in, BPC reviewed for clarification and was in contact with submitting group(s) for any adjustments that might be needed.
- Oct 20: deadline for all Proposals
- Oct 20—Nov 20: BPC reviewed all proposals as they came in to determine if they fit the criteria; communicated with groups for final adjustments or rewrites.
- Nov 20: Deadline for all adjustments or rewrites (if groups chose to make them)
- Sent Proposals to the Board for Analysis after BPC review.
- Nov 23: Began uploading Proposals into Survey Monkey
- Dec 7: Letter went to Translation teams to see who wanted to do translations
- Dec 14: Reviewed the Survey Monkey voting instructions
- Dec 18: WSO Analyses due - but earlier for those that are available
- Dec 21: BPC review of analyses - and sent to translation teams if no questions by BPC
- Dec 21: Started inputting the Analyses into Survey Monkey
- Jan 1: All WSO Analyses due to Translation teams
- Jan 10: Translations due for Issues, Backgrounds, Implementation/Resources
- Jan 11: Drafted letter announcing the Ballot; Started Planning Town Halls
- Jan 12: Sent Ballot Announcement letter to IT
- Jan 15: Translations of WSO Analyses due
- Jan 15: IT sent letter announcing the Ballot
- Jan 22: English Ballot was Published on our web page for the Fellowship
- Jan 24: Non-English Ballots Published on our web page for the Fellowship
- Feb 1: Voting Opened
- Feb 11: 1st Town Hall
- Feb 17: 2nd Town Hall
- Apr 15: Voting Closed
- Apr 16: Calculated voting results
- Apr 17: Voting Results published

Tasks Completed

See above (all completed)

Detailed descriptions, as needed



****See current process outlined**

Goals for the year ahead

- Call for volunteers
- Follow current Ballot Process for the 2025 ABC
- Explore recommendations for process changes to the Ballot Process - to be presented to an upcoming QDM and/or the 2025 ABC
- Request feedback from the Fellowship about the current Ballot process
- Consider surveying other 12 Step Programs about their Ballot processes

WSO Website - Repository URL of meeting minutes / reports

<https://acawso.org/bpc/>

Committee Contact information:

Our email address: bpc@adultchildren.org

We meet on Thursdays at 3 pm ET. Please see the WSO Committees Calendar for more details: <https://acawso.org/committees-calendar/>

****CURRENT PROCESS IN OUTLINE**

Throughout the process, we are available to respond to questions sent either to our email account or posted on the Slack communication platform.

Jun	Review the past year; Consider process revisions; Call for volunteers
Jul	Prepare for the year ahead - timelines, communications schedules
Aug	August 1 st : Call for Proposals (to groups) Schedule Proposal Workshops (between late August and early September)
Sep	Proposal Workshops, continued Proposal Submission Deadline: Sept 30
Oct	Ballot Prep Committee - Proposal Review <ul style="list-style-type: none"> - Possible exclusion (Traditions/ Already in process, etc.); Notify submitters - Possible request to rewrite (Clarity/ Focus); Notify submitters - Revision Deadline: October 31
Nov	Present to WSO for Analysis <ul style="list-style-type: none"> - Review Analysis; suggest revisions
Dec	Compile the Ballot of Proposals Make Proposals available for Translation



Jan	Publish the Ballot Town Hall presentations: invite submitters to speak/answer questions
Feb	Town Hall presentations: invite submitters to speak/answer questions Voting Begins
Mar	Corroborate Ballot submissions - ensure contact information is correct
Apr	Corroborate Ballot submissions Voting ends / Votes tallied Publish Ballot results Send to ABC Committee for Agenda Prepare annual Committee report for the Delegate Binder
May ABC	ABC - Agenda with approved Proposals



Archives Committee Report

Committee
Archives Committee/Oral History Subcommittee

Inception Date	Sunset Date
Reestablished on March 10, 2018	None

Chair / Vice Chair (<i>First name, Last Initial; State or Country</i>)		
Joseph C. (New York/USA)	No Vice-Chair	
Members (<i>First name, Last Initial; State or Country</i>)		
Marcia J., Archivist (IA/USA)	Gary M. (TX/USA)	Kristin A. (CA/USA)
Ashok K. (CA/USA)	Laura L., emeritus (CA/USA)	Lennette H. (GA/USA)

Statement of Purpose
<p>The purpose of the Archives Committee is to preserve business and historical records of ACA, in searchable format so it is available to the Board of Trustees, the employees, and the fellowship.</p> <p>The Oral History Subcommittee is charged with interviewing members of the fellowship to provide historical information for ACA.</p>

2023 Goals and Resulting Activities
<p>2023 goals for the Archives Committee:</p> <p>Marcia has left the committee and is doing archives as a volunteer. Her goals will be the same as those below. She can be reached at archivist@acawso.org</p> <p>Goal 1: To decide the status of the Archive Committee. The committee is being nominally led by Joe C. who is the Chair of the Oral History Subcommittee. This is to maintain the subcommittee status of Oral History and hold space for an Archives Committee should we find a Chair and Vice-Chair.</p> <p>Goal 2: To decide the status of the Oral History Subcommittee. Joe C. has offered to Chair the Oral History Subcommittee and is being mentored by Marcia J. The committee is active and gaining volunteers. Several Oral Histories have been completed.</p> <p>2023 goals for the Archivist:</p> <p>Goal 1: Gather and process documents and recordings.</p> <ul style="list-style-type: none"> • Volunteers downloaded material from the Repository into folders in the Google Drive. • Uploading of material into Preservica • Contacting and working with volunteers <p>Goal 2: Make archival materials available to the fellowship.</p> <ul style="list-style-type: none"> • Reformatting of historical Books of Motions. • Creation of subject headings for Preservica Material • Finding archival materials upon request. <p>Goal 3: Gather and Process Oral Histories.</p> <ul style="list-style-type: none"> • Oral History interviews moved from Otter.ai to Preservica <p>Goal 4: Safe storage of archival materials at Signal Hill.</p>



- “Ready or Not” Emergency Preparedness Survey conducted by Northeast Document Conservation Center.
- Volunteer sorting boxes of archival materials at Signal Hill office.

Goal 5: Support and mentor the Oral History Subcommittee

- TC Reports for both committees
- Attendance at Collaboration Committees and TCs

2023 Oral History Goals

Goal 1: Find a Subcommittee Chair and have regular meetings

- Joe C. volunteered to be the Oral History Subcommittee Chair. The committee met monthly.

Goal 2: Conducting Interviews

- Five interviews with editing in process:
 - Interview with Scott and Phyllis R. completed
 - Interview with Josie E. which is being edited and will include a follow-up interview.
 - Interview with Lee complete. Ashok will upload and transcribe it.
 - Sue N. is reviewing her completed transcript.

Goal 3: Transcribing Interviews

- Kathleen S. interview transcribed and sent to her for approval.

Goal 4: Training Volunteers

- Otter.ai update training.
- Onboarding two new members of the committee.

Tasks Completed

Archives Committee

Joe C. became the nominal Chair of the Committee in order to stabilize it for the Oral History Subcommittee.

Goals for the year ahead (2024-2025)

Archivist:

Goal 1: Add historical ABC motions to the current spreadsheet.

Goal 2: Communication with the General Manager, Archives/Oral History Chair, and pertinent members of the Board to create a safe storage system for the Archives.

Goal 3: Finish creation of the cataloging system.

Goal 4: Continue uploading and cataloging materials into Preservica.

Oral History:

Goal 1: Conduct more interviews.

Goal 2: Get all interviews transcribed, approved, and uploaded into Preservica.

Goal 3: Continue training of volunteers.

Goal 4: Fill the committee roles of Vice-Chair and Secretary.

WSO Website - Repository meeting minutes / reports URL of

Archives Committee <https://acawso.org/archives/>



Oral History Subcommittee <https://acawso.org/oral-history/>

Committee Contact information

Joseph C. ohchair@acawso.org or archives@adultchildren.org

Marcia J. (Archivist) archivist@acawso.org



Nominating Committee Report

Committee	
Nominating Committee	
Inception Date	Sunset Date
2017 ABC	
Chair / Vice Chair (<i>First name, Last Initial; State or Country</i>)	
Denise R. Chair, US	
Members (<i>First name, Last Initial; State or Country</i>)	
Denise R. US	Suzi B. US
Statement of Purpose	
<p><i>"...to vet and identify ACA members, from throughout the full range of ACA's world fellowship, whose skills, experience, wisdom, and program knowledge support their ability to be Trustees. The Committee is responsible for forwarding qualified candidates (nominees) to the Board for consideration and selection as Trustees."</i></p>	
Bullet list of committee activities since the last ABC	
<ul style="list-style-type: none"> • Received and responded to inquiries re: the Board of Trustees openings. • Updated our website providing more information for members. • Spoke to Delegates at the February Quarterly Delegate Meeting about specific qualifications for Trustees and our vetting process. • Co-wrote an application, organized, and led a panel discussion called, "Best Kept Secret: Service as an ACA Recovery Tool" at the 2023 Annual World Conference. • Met with the Board of Trustees in Quarterly meetings to: <ul style="list-style-type: none"> - Discuss the lack of Board and Nominating Committee applicants and to develop strategies to attract more interest in these positions. - Discuss and implement safety improvements in the Trustee ratification process at the ABC. • Updated our Trustee and Nominating Committee application form to include an ACA Service and Life Experience Resume. • Openings for the Board and Nominating Committee were submitted monthly in The Traveler. • Held two Exit Interviews with former Board members. • Monthly participation in the Policy & Procedure Collaboration Committee Meetings. • Participated in a Breakout room at the QDM about the Nominating Committee. • Updated our application to include an ACA Service and Life Experience Resume. • At the March 9th Teleconference, gave an update, Q & A, and a Breakout room at the end of the meeting. • Held monthly NomCom meetings. 	
Tasks Completed	
<ul style="list-style-type: none"> • Nominated Rich R. and Jim R. to the Board of Trustees increasing the Board to 5 members. 	
Goals for the year ahead	
<ul style="list-style-type: none"> - Increase understanding among the fellowship about the role of the Nominating Committee in relationship to the Board of Trustees; specifically, that the Nominating Committee is the avenue to 	



nominate and vet candidates for the Board of Trustees as well as the Nominating Committee itself. Members must apply directly for both the Board and the Nominating Committee; no one else can do it for them.

- Increase understanding among the fellowship that our Board of Trustees are not paid, but trusted servants who without their service, ACA would not be able to exist as a non-profit organization.

- Plant seeds among the fellowship for to promote future Board service over the next decade, especially among underrepresented groups such as BIPOCs and members outside of North America.

- Familiarize the fellowship with individual Trustees; specifically, that Trustees are adult children who have achieved significant recovery, have benefitted from WSO service, and give significant, unpaid time to keep ACA operating.

- Recruit more members for the Nominating Committee

WSO Website - Repository URL of meeting minutes / reports

<https://acawso.org/nominating-committee/>

Committee Contact information

chairnomcom@acawso.org



OPPM Committee Report

Coming Soon



Volunteer Resource Committee Report

Committee	
Name of Committee:	VOLUNTEER RESOURCE COMMITTEE
Type of Committee (standing, ad hoc, other):	Standing Committee
Collaboration Committee:	Policy & Structure Collaboration Committee

Inception Date	Sunset Date
February 10, 2022	

Co-Chairs	
Jim R., NY	Laura L., CA
Members	
Sam P., Alberta CA	

Statement of Purpose
<p>The Purpose of the Volunteer Resource Committee (VRC) is to:</p> <ul style="list-style-type: none"> ● provide guidance and support for the volunteers of WSO, such as developing welcoming and educational materials, and healthy communication and leadership workshops, ● be a resource for WSO committees with volunteer needs, and ● promote emotional sobriety and healthy functioning in WSO committees.

Top strategic priorities/goals for the past year, <i>with status</i>
<ul style="list-style-type: none"> ● Finalize Volunteer Orientation document and Handbook. <i>The document was reviewed with comments by the Board. Edited, it is being used as a reference for volunteers.</i> ● Consider whether we need to rename the committee for clarification. <i>No name change required.</i> ● Provide resources for new and more emeritus volunteers. <i>Vague. We continue to be an open source of information and resources.</i>

Bullet list of committee activities since the last ABC, May 2023. Tasks Completed
<ul style="list-style-type: none"> ● A concise Volunteer Orientation document has been produced offering general guidance for volunteers. This could be the basis for a more comprehensive and detailed Volunteer Handbook. ● Began a Meet&Greet program that would introduce members, particularly Delegates, to the opportunities available for volunteering in WSO. Held monthly just prior to the timing of the 2nd Saturday Board Meeting with the Fellowship. ● Service Wellness 24/7. A new Zoom forum, these were held on the 24th and 7th of each month at 9am and 9pm ET. Members were offered fellowship and the chance to ask questions, and discuss issues. We encouraged members to continue with their valued service. This program may have been offered before there was a vibrant volunteer base in place. We stopped the program and may continue at another time, or in another format.



- We revised a WSO Committee Directory (Synopsis), offering volunteers a simplified list of Committee, webpage, email address and statement of purpose. This may be expanded to include a short message from the Committee Chairs.

List of major work in process

- a) Volunteer Outreach. Continue contacting volunteers/delegates as they arrive on Slack at the #_go_here_first channel. Invite them to a new open VRC managed Slack channel, to our webpage and to upcoming events. Consider establishing a Slack registration form. Work with the ABC Committee for Delegate outreach as well.
- b) Programming.
 - We are retooling Volunteer Day to create a shorter program (1.5 to 2 hours), titled '**Consider Service**.' This may be used by regions or intergroups, if it serves them.
 - We are looking at the '**WSO Field Trip**' and excited to host the experience.
 - Continue exploring the details of the '**Meet&Greet**' program.
- c) Committee Calendar. Confirm the date, time and Zoom spaces for our programmed activities for the coming months.
- d) Communications Campaign. Anticipating our messaging needs for the year ahead, we will draft, now, our Traveler announcements and descriptive documents for our webpage. We may consider writing Comline articles ahead of time. Set reminders for publication.
- e) The Service Academy. Collaborating with the WSO Service Academy so as to coordinate our efforts in serving the WSO volunteers - information and training.

Goals for the year ahead

- Offer the 'Consider Service' program, twice, in
- Conduct a series of 'WSO Field Trips'
- Establish an open vibrant volunteer channel on Slack
- Create a Volunteer Registry - details to be developed

WSO Website - Repository URL of meeting minutes / reports

<https://acawso.org/vrc/>

Additional Resources:

'Meet&Greet' - <https://acawso.org/wp-content/uploads/2024/04/Meet-Greet-V2.pdf>

'Consider Service' - [Consider Service Program 2024 .docx.pdf](#)

'WSO Field Trip' - [Field Trip Intro.pdf](#)

Committee Calendar - [24 VRC Program Calendar - Tentative.pdf](#)

Committee Contact information

Jim R. or Laura L. Co-Chairs vrc@acawso.org



FELLOWSHIP AND PUBLIC ENGAGEMENT

European Committee Report

Coming Soon



Global Members Committee Report

Coming Soon



Safety Resources Committee Report

Committee
Name of Committee: Safety Resources Committee
Type of Committee (standing, ad hoc, other): Standing
Collaboration Committee Reports to: Fellowship & Public Engagement

Inception Date	Sunset Date
November 2022	

Chair / Vice Chair (<i>First name, Last Initial; State or Country</i>)		
Marcin C (Essex, UK) Rich R (NM,USA) Co-Chairs		
Members (<i>First name, Last Initial; State or Country</i>)		
Rich R (NM,USA)	Marcin (UK)	Kathy T (CA,USA)
Dove H (AZ,USA)	Lisa M (FL,USA)	Vivienne (VT,USA)

Statement of Purpose
Safety Resources Committee develops long-term strategies and potential resources to help the ACA fellowship effectively address common safety issues in and around all meeting environments.

Bullet list of committee activities since the last ABC, May 2023
<ul style="list-style-type: none"> Completed the Service Norms Document Received and responded to emails about meeting safety concerns

Goals for the year ahead
<ul style="list-style-type: none"> Implementing the Service Norms Document Receive and respond to emails about meetings safety concerns

WSO Website - Repository URL of meeting minutes / reports
https://acawso.org/src/

Committee Contact information
We can be reached at src@acawso.org
We meet on the 1st Saturday of the month at 4pm ET



Member Services Committee Report

Committee	
Name of Committee: MEMBER SERVICES COMMITTEE	
Type of Committee (standing, ad hoc, other):	Standing Committee
Collaboration Committee Reports to:	Fellowship & Public Engagement (dissolved 4/6/24)

Inception Date	Sunset Date
December 8, 2018	

Chair / Vice Chair (<i>First name, Last Initial; State or Country</i>)		
Vacant Chair and Vice Chair		Dove H (Former/Interim Chair, AZ)
Members (<i>First name, Last Initial; State or Country</i>)		
Alisa A. (Russia)	Cassandra T (Facilitator MSC)	Dove (AZ)
KW (PA)	Laura L (CA) MSC Support	Marcin C (UK) IT Liaison
Sam P (Canada)	Vonnie G (KS) Email Support	William GB (FL)

Statement of Purpose - MSC
We are a diverse group of members who come together to nurture other members, newcomers, teens, intergroups, and regions globally, and to share resources around the world

Bullet list of committee activities since the last ABC May 2023
<ul style="list-style-type: none"> • 4 service bodies have gone or are going through certification and re-certification • As of August 2023, started holding joint meetings of Members Services along with Regions, Intergroups and Young Adults & Teens. We have held 9 meetings jointly

Goals for the year ahead
<ul style="list-style-type: none"> • Survey participants involved with certification and re-certification of regions • Support ACA Teen initiatives and Regions/Intergroups

WSO Website - Repository URL of meeting minutes / reports
https://acawso.org/member-services/

Committee Contact information
mscchair@adultchildren.org ; Slack Channel for general questions about member services: #msc_members_services_committee_public_forum We meet every month on the fourth Monday for approximately one hour by Zoom at 12:30pm Eastern Time. Meeting ID: 964 1415 5183 Passcode: 308405 on Zoom 2

Subcommittee
Name of Subcommittee: Regions Intergroups Subcommittee (RISC)

Chair / Vice Chair (<i>First name, Last Initial; State or Country</i>)	
Vacant - seeking Chair and Vice Chair of Subcommittee	Laura L, CA (former Chair July 2022 to January 2024; former Chair Aug 2017-Jan 2018)
Members (<i>First name, Last Initial; State or Country</i>)	



Alisa A (Russian Speaking Service Committee, developing region)	Christopher J (Northeast US ACA Region, Certified Region) Region 5	Kaz S. (WA, Greater Western USA, Certified Region) Region 2
Tina A (NM, ACA Region Connecting the world/ARC, developing region)	Linda Gu (FL, IG #770)	Pam M (CA, Central Coast IG #76)
Patricia Y (GA, Atlantic Southeast IG #757)		

Statement of Purpose - Regions Intergroups

Regions Intergroups Subcommittee Statement of Purpose: to give assistance, support, and guidance to forming, new, and existing Intergroups and Regions with planning, organization, and questions about protocol. It communicates inquiries and announcements between Intergroup, Region, and World service boards. A priority for the Subcommittee is to connect these service bodies with each other to share their Experience, Strength, and Hope. We offer a space to share best practices and tools among themselves (adopted 2023).

Bullet list of committee activities since the last ABC, May 2023

- Application for Certification of 2 developing regions: one being a language-based Russian speaking region
- Recertification complete for one (1) certified Region (Northeast US ACA Region) with the other certified Region granted an extension
- Revised Subcommittee Statement of Purpose to blend Intergroups purpose with Regions purpose
- Discussed numbering system for new regions with the main outcome that it be kept simple

Goals for the year ahead: Regions

- Survey participants involved with certification and re-certification of regions
- Make template forms available for use by regions and developing regions for [re]certification

Goals for the year ahead: Intergroups

- Interest in supporting virtual service bodies: virtual intergroups and a virtual region.
- Continue outreach to existing Intergroups with stale registrations older than 2 years.
- Outreach to newly registered Intergroups when they form to welcome them.

WSO Website - Repository URL of meeting reports

<https://acawso.org/regions/> <https://acawso.org/intergroups/>

Committee Contact information

regions@acawso.org Slack Channel for questions about regions and general regions interest channel: #msc_regions_subcmte_forum	intergroups@adultchildren.org Slack Channel for questions about intergroups and general Intergroup interest channel: #msc_intergroup_subcmte_forum
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Subcommittee

Name of Subcommittee: Young Adults & ACA Teens Subcommittee

Chair / Vice Chair (First name, Last Initial; State or Country)



Alisa A. (Russia)	<i>Seeking a Vice Chair</i>
William G-B, outreach volunteer (FL)	

Statement of Purpose

We support young adults and teens in their recovery from the effects of growing up in an alcoholic or dysfunctional family. We welcome ACA teens, young adults, ACA members who are sponsoring ACA Teen meetings. We hope this can give them a chance to be their true self (adopted 2024).

- Bullet list of committee activities since the last ABC, May 2023**
- Partly rebuilt its work and achieved regular structured meetings of the subcommittee
 - Attracted the first volunteer to reach out the teens and young adults' meetings
 - Partly gathered the information about the previous activity of the YAT Subcommittee
 - Sent an outreach letter to registered ACA Teens meetings and invited them to attend the meetings of the subcommittee
 - We are in a process of approving a deck (document with images and descriptions) for the ACA Teen meetings that are starting their work and seeking fellowship support
 - Answered emails and shared ACA texts for facilitating ACA Teen meetings

- Goals for the year ahead**
- Fully rebuild its work and attract more servants and members
 - Process materials from the previous activity of the Subcommittee from 2019-20 to know which of them could be useful now
 - Continue to connect with the ACA teens all over the world and invite them to attend our meetings
 - Make new materials and approve the old ones for the ACA Teen meetings
 - Prepare and approve working materials for the subcommittee inner structure
 - Start speakers sharing meetings to share the experience that can be useful

WSO Website - Repository URL of meeting reports

<https://acawso.org/category/young-adults/>

Committee Contact information

teens@acawso.org

We meet every 4th Monday of the month at 12:30pm Eastern Time on Zoom 2
Meeting ID: 964 1415 5183 Passcode: 308405



Public Services Committee Report

Committee
Name of Committee: Public Service/Hospitals+Institutions
Type of Committee (standing, ad hoc, other): Standing

Inception Date	Sunset Date

Chair / Vice Chair (<i>First name, Last Initial; State or Country</i>)		
Co-chairs- Rich R (NM),		
Members (<i>First name, Last Initial; State or Country</i>)		
Denise PC (CA) Crystal P (CA) Lindsay H (CA) William GB (FL) Sheeran (MO) Sharon F (AZ)		

Statement of Purpose
<p>Mission: The primary purpose of Public Service/H+I is to provide information about ACA and its potential to help heal the effects of growing up in a dysfunctional family. The goal is to carry the ACA message to the general public, medical and mental health facilities and 12 step fellowships. These include doctor's offices, community centers, educational and professional communities, libraries, and corporations including wellness programs.</p> <p>This is done through distribution of conference approved literature, public service announcements and participating in public events. Public Service/H+I cooperates with ACA meetings, intergroups and regions to share Public Service/H+I experience, strength and hope globally.</p>

Bullet list of committee activities since the last ABC, 2023
<ul style="list-style-type: none"> -Creation of the Correspondence Outreach to Institutions (COI) This program is to help connect ACA member who are institutionalized with ACA members on the "outside." - The 2023 year end totals for ACA literature distributed by H+I and the central office: BRB-419, YWB-322, SMR-165, LPG-3



- Continue to distribute ACA literature through H+I
- We are getting ACA information listed on SAMSHA.gov website

Tasks Completed

- Creation of the Correspondence Outreach to Institutions (COI) This program is to help connect ACA member who are institutionalized with ACA members on the “outside.”
- The 2023 year end totals for ACA literature distributed by H+I and the central office: BRB-419, YWB-322, SMR-165, LPG-3

Detailed descriptions, as needed

Goals for the year ahead

Continue to support ACA fellowship goals through the PS/H+I committee.

WSO Website - Repository URL of meeting minutes / reports

<https://acawso.org/category/public-information/>

Committee Contact information

You can contact us on slack at [#public_services_cmtee](#). We can also be emailed at pscchair@acawso.org.

Or join us on zoom on the 2nd and 4th Thursday monthly at 1:00 PM Eastern, Meeting ID: 847 7067 8588, Passcode: 1978

We are a part of the Fellowship & Public Engagement Collaboration Committee

Zoom link: <https://us02web.zoom.us/j/87603226267> (Passcode: 90755)



CONTENT DEVELOPMENT

Literature Committee Report

Committee
Literature (Standing Committee)

Inception Date	Sunset Date
na	na

Chair / Vice Chair (<i>First name, Last Initial; State or Country</i>)	
Christine B, Conn. USA, Chair, Vice Chair open	
Members (<i>First name, Last Initial; State or Country</i>)	
Greg R, Texas, Chair Lit Eval SC, Erin D,, Pennsylvania, Interim Chair, Literature in Development SC, Ralph B, Indiana, Vice Chair, Literature Evaluation SC, Bradford H, Oklahoma, Chair, ComLine Blog SC, Alexandra E, Stockholm, Sweden, Chair Language SC.	

Statement of Purpose
The Literature Committee supports global ACA recovery through the written word. The Committee reviews and evaluates literature proposed to become ACA Conference-approved literature; recommends new literature to be written by working groups within WSO; reviews and revises current literature, as appropriate; and supports other WSO committees and working groups in developing written materials. Additionally, the Committee recommends policy changes for literature development, revision and evaluation, as well as guidance for language in literature.

Bullet list of committee activities since the last ABC
See attached report

Tasks Completed
<p>Literature Committee:</p> <ul style="list-style-type: none"> • Drafted a History of all Conference approved literature. • Worked with IT to develop Literature in Progress information for new website • Created a Literature Communication Subcommittee • Drafted a Literature Policy Document and sent to Board • Conducted fellowship presentations on Volunteering, Open Literature Policy, and Safety Tent Card



Lit Eval:

- revamped process including formation of evaluation focus groups
- Sent Safety Tent Card for conference approval
- Sent 3 documents for fellowship review: A New Hope, Connections, Ready, Set, Go!!
- Recruited a larger team for Literature Evaluation

Literature in Development

- Created a member survey to rank 8 new sets of additional steps
- planned an approach to revising the BRB

Literature Language

- Drafted a document with recommended terms and words for new literature

ComLine

- Worked to create a special edition on Racial Trauma for May 1, 2024

Goals for the year ahead

Transition to new leadership:

- Literature Chair, Open
- Literature Evaluation Chair and Vice Chair (Rick Z and Thom L)
- Literature in Development, Open

Review revisions to the ACA Essentials Document

Review and respond to fellowship comments on Loving Parent Guidebook

Support writer team on Reparenting Daily Reader

Solicit focus groups for literature evaluation, including racial trauma, LBBTQ+, global, translations, spiritual inclusion

Assess opening fellowship comments on the ComLine blog

Assess data from Step Survey and make further recommendations on additional gentle steps.

- revise Spiritual Inclusion pamphlet and solicit shares.
- find a literature committee secretary to take and file minutes of monthly meetings at acawso.org.

WSO Website - Repository URL of meeting minutes / reports

Filed on literature committee google drive. TC reports Available to membership at acawso.org/literature/

Committee Contact information

litchair@acawso.org, liteval@acawso.org, LitDev@acawso.org, comline@acawso.org, step_rev@acawso.org, litlanguage@acawso.org, spiritual@acawso.org

The Literature Committee

The Literature Committee has been extraordinarily busy in 2023. The chairs of the committee and each of 5 subcommittees meet weekly as well as once per month on the third Saturday and once a quarter on the first Saturday. All of the Subcommittees meet more than once a month. We regularly conduct business on Slack as well. Although the Chair of the Literature Committee and Literature Evaluation Subcommittee are both stepping down as of the ABC after their terms of service, we have found it difficult to recruit new leadership.

Member Presentations



We conducted two information sessions for new volunteers, including a narrated PowerPoint that can be sent to those who fill out a volunteer form. Although many attended, the result was four new volunteers. Several new volunteers for Literature Evaluation have come and left, in part due to the work demand. We wrote a list of all open service positions and job descriptions in the ComLine and announced openings multiple times in the Traveler. We caution that volunteers are feeling overwhelmed and those most qualified for leadership positions are already involved in multiple WSO responsibilities.

We conducted two sessions on the Open Literature Policy, seeking input about expanding the language in the BRB and associated trifold to include recovery beyond the steps. Unfortunately, due to misinformation sent widely through WhatsApp, members thought we were proposing to eliminate the open literature policy. Many angry folks attended the first session. We sent out an email to all meeting contacts and conducted a second meeting. We also created a safety statement to use at the second meeting. Members who believe WSO is a dictatorial organization trying to control what groups say or do is dispiriting to our volunteers.

We conducted two Information Sessions on the Safety Tent Card, designed to introduce a document intended for conference approval at the next ABC. The first session attracted only one delegate who had not been part of the Avoiding Predatory Behavior working group, so the conversation was directed to issues of procedure rather than substance. The second Information Session was not attended by anyone outside the Literature Committee.

We devoted a Literature Committee meeting to the Literature Policy document, which a working group under Literature in Development submitted. We received little comment, except to the recommendation that new literature use higher power without capital letters and recommend that readers use or refrain from using any term they wish or object to. That document has been submitted to the Board of Trustees.

We established a google drive to file all important documents because slack is not searchable by topic. Our new Record Coordinator has been helpful, but we have no secretary to obtain and file documents.

This is all to say that an extraordinary amount of time and planning has gone into sessions for our membership that (with the exception of the open literature policy meeting) attract very little interest.

Communications

In January, we established a new Subcommittee to work on Communications. They have created a template to use for announcements in the Traveler, ComLine Blog, by email, and in slack channels. We hope this will better inform the membership about our activities.

We also spent time working on the Literature in Production pages that will appear on the redesigned website. The status of documents working toward conference approval will be updated once a quarter by the Communications Subcommittee. We continue to believe that more communication on the adultchildren.org website is important to carrying our message.



Literature Evaluation

Literature Evaluation meets twice a month. It has recently grown from a chair and 5 standing members to a Chair and 8 members. Greg R will rotate off as chair at the ABC. The new chair is Rick Z and vice chair is Thom L. The members are assigned as team leaders for different documents to assemble reader teams, collect surveys, conduct a group conscience survey and work with the Chair to write a letter of recommendations. It conducted full reader team reviews of a number of documents, recommended revisions, reviewed the revisions, and sent documents to the Board of Trustees.

Literature Evaluation created a detailed process for review of documents, both in text and graphic format. One important new feature is the introduction of special focus groups that will review documents specifically to comment on its impact on their concerns. Examples are 1. racial trauma 2, LGBTQ+ 3. Spiritual inclusion, 4. global. Members of a focus group would not also be members of the Literature Evaluation Subcommittee.

“A New Hope” has been released for fellowship review and is being formatted in Publishing. “Connections” has been approved by the Trustees for release in fellowship review and has been sent to Publishing. “Ready, Set, Go!!” has also been sent to the Trustees to release in fellowship review. “A New Hope” and “Connections” are each approximately 100 plus page documents. Literature Evaluation also reviewed a 200 page plus document called Getting Started. Its initial review concluded that the book did not meet its stated purpose of being for the first 18 months of recovery and was unduly complex by presenting two different ways of working the steps. The writer team agreed to retitle the book “ACA Essentials,” and to revise how the steps are presented. Based on this understanding, Literature Evaluation withdrew the first letter and wrote a second letter detailing certain recommended changes The writers are in the process of agreeing with Literature Evaluation on other suggested changes.

Reader teams are currently evaluating a trifold to replace the former Sponsorship Trifold, and the Spiritual Inclusion document.

Literature Evaluation is planning a final review of the Bill of Rights, which has finished fellowship review.

Literature Evaluation contacted the writers of the Boundaries meeting format to ask if they would submit that document for review. Delegates passed a motion for boundaries resources in 2020. The writers responded that they intend to expand the meeting format with more information about boundaries and intend to submit a boundaries resource book by the end of the year.

Literature in Development

The Literature in Development Subcommittee handles all literature projects that require new writing. The delegate motion to amend the Big Red Book was sent to this Subcommittee, which has been planning a revision, including incorporating new knowledge about recovery in the Loving Parent Guidebook, Connections, and hopefully ACA Essentials.

Literature in Development also created a working group to respond to member ballot proposals over the years to adopt the Tony A steps, which are copyrighted. WSO sought copyright



approval and was denied. The working group collected 8 sets of steps that are more gentle and loving and reflect current ACA recovery. They created a Step Survey which was sent to all members in March 2024.

Literature in Development has contacted the writers of a ballot proposal that passed asking for a Reparenting Daily Reader. The writers are putting together a team to respond to that motion.

Spiritual Inclusion

The Spiritual Inclusion working group is soliciting shares for a forthcoming pamphlet to be an expansion of the Spiritual Inclusion document submitted to Literature Evaluation by the original spiritual inclusion group. spiritual@acawso.org

Language Subcommittee

The Language SC continued to develop a document of suggested recommendations for representative language choices so that literature and communications can be more gentle, loving, and fully representative of our ACA fellowship. They sent the report to the Racial Trauma group for its feedback. Once they have received feedback from the Racial Trauma Group, it will be submitted for approval to the Literature Committee. litlanguage@acawso.org

ComLine Blog

The ACA ComLine Blog has grown and receives positive feedback. It has received board of trustees approval to begin a trial period to ask for reader responses to individual posts and evaluate them with a goal of opening ComLine submissions to comments from readers. comline@acawso.org



Safety Tent Card

Preventing Unsafe Behavior in ACA

ACA has one primary purpose: to carry the message to adult children who still suffer. When unsafe behavior occurs in and around meetings, we are distracted from this purpose.

Any person seeking healing from childhood trauma is welcome at this group. If any person endangers another individual or disrupts the group's efforts to carry the ACA message, the group will take action appropriate to the situation. Anonymity is an important principle of 12-step recovery, however, anonymity in meetings does not shield anyone from accountability when unsafe or illegal behavior occurs. To protect the common welfare of this group and our fellowship, unsafe or illegal behavior will not be tolerated.

Addressing such behavior can include asking someone to leave the meeting, calling a group conscience to discuss the situation, and contacting the proper authorities should the situation require it.

Your personal recovery is too important to remain in a meeting that does not work for you. Check out other meetings to find one that does work for you.

For more information about preventing unsafe behavior in ACA, please see the special edition of the ComLine entitled, "Why We Need to Talk About Predatory Behavior," available for free download at http://adultchildren.org/wp-content/uploads/2019/02/Predatory_Behavior_ComLine_Final.pdf

[insert QR Code here]



APPENDIX

ACA Suggested Service Norms

ACA Suggested Service Norms

This Service Norms Document is intended for any ACA service body, including groups, that choose by group conscience process (Tradition Two) to adopt it. Every service body following these Service Norms has the autonomy (Tradition Four) to establish, by group conscience process, potential consequences for repeated deviation from these Service Norms. This document may be used in part or in whole by any group seeking guidance. In the following, when we use the word group, we mean any group or service body that uses these service norms.

Experience suggests these Service Norms will help promote trust and encourage respectful communication and behavior consistent with the ACA Traditions and Concepts. We recognize our shared humanity and that each of us brings our own challenges with interpersonal communication in group settings. Service includes any activity that allows us to carry the message to other Adult Children (Tradition Five and Step Twelve) and service begins with showing up for a meeting.

The goal of the Service Norms is not to eliminate differences, but to support every ACA member in resolving conflicts in a healthy manner that references program tools. Every member shares individual and collective responsibility in upholding these agreed-upon Service Norms.

1. Keeping Myself Fit for Service

- a. The Suggested Commitment to Service asks us to keep fit by “working my recovery as a member of the program.”
- b. Before talking to anyone about an issue, consider checking in with yourself, with a service sponsor/fellow traveler, attending an ACA meeting to take care of your inner child and your own personal recovery.



- c. Bring your Inner Loving Parent into the situation.

2. Promoting Healthy Communication and Dealing with Conflict -- Potential Service Challenges.

- a. Attempt to address contentious issues directly with the other person(s) before taking the conflict to the entire group.
- b. Avoid harsh or judgmental comments. Be especially cautious when expressing differences in writing, keeping in mind language differences. Use neutral language.
- c. Listen receptively and respectfully during disagreements. When upset, pause and reflect before responding. Avoid reacting. Try to stay centered and calm.
- d. Before advancing a member-to-member dispute to a group conscience, consider letting the other member know what is going to be presented in a manner that feels safe (i.e., in person, telephone, texting, or email).

3. Unity and Mutual Respect

Unity is the core principle of the First Tradition. This does not preclude us from expressing differences; it reminds us that we rely on one another to serve the fellowship, which is our primary responsibility. We agree to keep the following in mind:

- a. Weigh a conflict's importance against the damage it may cause to ourselves, the other person(s) involved, and the group's ability to do its work.
- b. We refrain from getting involved in conflicts that don't directly involve us.
- c. We learn to discern between healthy and unhealthy conflict. Conflict is a part of recovery. Healthy conflict resolution is about mutual respect and trust. It includes speaking up when necessary and listening to understand.



- d. We practice placing principles before personalities in resolving conflicts.
- e. In meetings, we practice listening to all opinions respectfully and avoid speaking a second time until all others who choose to have spoken.
- f. We avoid interrupting when another member is speaking, except as permitted by group conscience. Some groups may choose to adopt parliamentary guidelines such as Robert's Rules of Order or Knowledge-Based Decision Making to assist in guiding group conscience discussion.
- g. To create a healthy environment for communication, we encourage participation and respect the right of all voices to be heard (minority opinion, Concept V).
- h. Show respect for the group conscience process. Ensure that no member remains uninformed about situations that can adversely affect their ability to participate.
- i. Avoid secrecy about any issues that affect the common welfare of the group as a whole. We should not be afraid to surface issues that are important. Participation and unity require an atmosphere of trust and transparency. To that end, we encourage all discussions about group business to take place within the group conscience process.

4. Establishing and Affirming of Service Norms

- a. Along with these Service Norms, the Traditions and the Concepts are available to help clarify and resolve differences.
- b. Service bodies may have their own policy and procedures manuals developed by the service body (such as Intergroup policy and procedures manuals) that offer additional guidance.

5. Resolving Conflicts



- a. When one-on-one resolution (for example, a Tenth Step amends) is not possible or is insufficient, each service body has the responsibility to uphold these Service Norms. Through a group conscience process, the service body strives for a calm, principle-based discussion of all relevant views and information.
- b. Allow everyone recognition of their own stressors that may preclude their current involvement and allow them a gentle way out before limiting their service.

6. Repeated Violation of Norms

If it becomes necessary to address a member about repeated violations of norms, we suggest a thoughtful approach to this conversation. Remember that violation of norms is about a person's behavior, not about the person. Here are some points to ponder to take healthy action as opposed to reactive behavior:

- Be clear about how the repeated violation of norms is affecting not only individual members but the common welfare and unity of the group as a whole.
- The purpose of approaching the person about their behavior is to maintain group unity and a safe recovery environment for everyone. It is important to ensure the safety, integrity, and respect of everyone when approaching the person who is repeatedly violating the norms.
- Tradition Three reminds us that the only requirement for membership is a desire to recover. When approaching a member about their behavior, we keep in mind we are all there to recover. We strive to model healthy behavior instead of ganging up on another member.
- Things to consider when planning such a conversation include:



- o Depending on the circumstances of the situation, one person may be willing to address the individual, for example, a sponsor or an officer of the group.
 - o We keep in mind what may help or hinder the group's effort to ensure everyone feels safe.
 - o Consider if more than one experienced member should participate in this conversation.
 - o A willing member with some socio-cultural sensitivity and perhaps a level of recovery may be the member that could step in to approach the member whose behavior is an issue.
- As a last resort, this may require coordinating a group conscience discussion to discuss the next steps. Everyone is invited to this discussion, including the person whose behavior is repeatedly violating the norms.

Resources and Examples below

RESOURCES AND SOLUTIONS

❖ **Underlined items are links to the resources**

[ACA Schematic](#)

[Addressing Predatory Behavior](#) (in Fellowship Review mode)

(Will likely be renamed- Preventing Unsafe Behavior)

[Back-channeling article](#)

[Big Red Book \(Fellowship Text\)](#)



[Bill of Rights](#) *(in Fellowship Review mode)*

[Boundary Creation](#)

[Crosstalk Statement](#)

[Group Conscience skit](#)

[I Feel Statement/Four Part Statement](#)

[Johari Window \(video\)](#)

[Laundry Lists Traits](#)

[Shame Cycle](#)

[Suggested Commitment to Service](#)

[Twelve Concepts](#)

[Twelve Steps](#)

[Twelve Traditions](#)

[Victim Triangle \(article 1\)](#)

[Victim Triangle \(article 2\)](#)

EXAMPLES OF SERVICE NORM PROBLEMS

DURING A MEETING

★ I feel statements can apply to all of these situations.

★ Possible solutions are written in green color

1. At a meeting, a member (whose sponsor was in the group) shared for many minutes (45 minutes) – way too long for what is the standard sharing time in a meeting.
 - a. A possible resolution is for the meeting chair or another group member to intervene and call a group conscience.



- b. One possibility is the sponsor talking to the sponsee about how the group stays within the meeting guidelines regarding sharing time.
 - c. Tradition One.
 2. Lack of rotation of host which leads to "a person in charge" type of meeting.
 - a. Traditions One and Two.
 - b. Suggested Commitment to Service #8.
 3. A member is verbally abusive and runs out of the meeting.
 - a. A group conscience could be called to allow people to process their feelings about the event and reestablish group safety.
 - b. Group Conscience skit.
 - c. Traditions One and Two.
 4. A member is verbally abusive and stays in the meeting.
 - a. A group conscience could be called to address the disruption.
 - b. Group Conscience Skit.
 - c. Traditions One and Two.
 5. A member shares explicit details of violence, sexual assault, or any other abuse, in a meeting.
 - a. A suggested healthier way to describe such activity might be a non-graphic description such as "there was incest in my family."
 - b. Someone could call an immediate group conscience to discuss whether the graphic nature of the share should continue.
 - c. Healthy Group Conscience Skit.
 - d. Tradition Two.



6. A person expresses time in any program in order to pressure others to support their position, not realizing that time in recovery doesn't equal emotional sobriety.
 - a. Boundary Creation.
 - b. Suggested Commitment to Service #4 and #8.
 - c. The Steps.
 - d. The Other Laundry List #1.
 - e. Tradition One.
 - f. Victim Triangle Dynamic.

7. A chair/host doesn't follow a meeting format to allow everyone to speak while calling on the same members repeatedly.
 - a. Boundary Creation.
 - b. Suggested Commitment to Service #4 and #8.
 - c. The Steps.
 - d. The Other Laundry List traits #1, #5 and #6.
 - e. Tradition One and Two.
 - f. Victim Triangle Dynamic.

8. A chair comments after share(s).
 - a. Boundary Creation.
 - b. Crosstalk Statement.
 - c. Johari Window.
 - d. The Other Laundry List #1, #3, #6 and #11.
 - e. Tradition One and Two.
 - f. Victim Triangle Dynamic.

9. A chair only calls on their friends.
 - a. Boundary Creation.
 - b. Crosstalk Statement.
 - c. Johari Window.
 - d. Suggested Commitment to Service.
 - e. The Other Laundry List #1, #3, #6 and #11.
 - f. Tradition One and Two.
 - g. Victim Triangle Dynamic.



10. A chair/host/member demonstrates condescending or disrespectful behavior or overly friendly behavior by use of words or tone of voice to show personal like or dislike of a share.
 - a. Boundary Creation.
 - b. Crosstalk Statement.
 - c. Johari Window.
 - d. Suggested Commitment to Service.
 - e. The Laundry List #1 and #2.
 - f. The Other Laundry List #1, #3 and #11.
 - g. The Steps.
 - h. The Traditions.
 - i. Victim Triangle Dynamic.

11. Re-reading of the Crosstalk statement was questioned/confronted
 - a. BRB p.538 and p.576.
 - b. Group Conscience Skit.
 - c. The Other Laundry List #1 and #3.
 - d. Tradition Two.

12. Crosstalk in various ways: verbal, whispering, digital chatting (various platforms), non-verbal communication such as personal sounds (sighs, grunts), physical gestures such as head nodding, and facial expressions such as eye-rolling.
 - a. BRB p.538.
 - b. Boundary Creation.
 - c. Crosstalk Statement.
 - d. Group Conscience Skit.
 - e. The Other Laundry List #3, #4, #5 and #6.
 - f. Traditions One, Two and Four.

13. Feeling/being pressured to add your personal information to a group phone list.
 - a. ACA Schematic Recovery Task 3.
 - b. Addressing Predatory Behavior.
 - c. Bill of Rights.
 - d. Boundary Creation.



- e. Group Conscience Skit.
 - f. Suggested Commitment to Service #3 and #9.
 - g. The Laundry List #1, #3, #5 and #7
 - h. The Other Laundry List #1, #3, #5 and #7
 - i. Tradition Two.
 - j. Victim triangle dynamic.
14. Pressuring the group to not have a group conscience after a member called for one.
- a. BRB p.538 and p.576.
 - b. ACA Schematic Recovery Task 3.
 - c. Addressing Predatory Behavior.
 - d. Bill of Rights.
 - e. Boundary Creation.
 - f. Group Conscience Skit.
 - g. Suggested Commitment to Service #3 and #9.
 - h. The Laundry List #1, #3, #5 and #7
 - i. The Other Laundry List #1, #3, #5 and #7
 - j. Tradition Two.
 - k. Victim triangle dynamic.
15. Meetings with a spoken or unspoken expectation of sharing "secondary diagnosis/qualification/identification" as part of introductions at start of meeting
- a. Bill of Rights
 - b. Boundary Creation
 - c. Violation of the Tradition Three, Five and Ten.
16. At a Zoom meeting, the host does or does not remove a participant after they used chat to comment on another's share, ask them out, etc.
- a. Boundary Creation.
 - b. Group Conscience Skit.
 - c. Suggested Commitment to Service #7 and #9.
 - d. Tradition Two.



17. At a group conscience, an “ambush” occurred wherein back-channeling had taken place prior to the group conscience.
- a. Back-channeling article.
 - b. Boundary Creation.
 - c. Group Conscience Skit
 - d. Suggested Commitment to Service.
 - e. The Other Laundry List #1 and #5.
 - f. Tradition One and Two.
 - g. Victim Triangle.
18. Repetitive lack of safe and healthy business meeting or group conscience
- a. Back-channeling article.
 - b. Boundary Creation.
 - c. Group Conscience Skit.
 - d. Suggested Commitment to Service #7 and #9.
 - e. Tradition One and Two.
 - f. Victim Triangle.
19. A member feels pressure from another member to pay for something, provide material goods, provide money, or loan money.
- a. Bill of Rights.
 - b. Boundary Creation.
 - c. Tradition One, Two and Six.
 - d. Victim Triangle.
20. A newcomer repeatedly shares intensely and leaves the meeting abruptly and early.
- a. BRB p. 584-585.
 - b. Bill of Rights.
 - c. Boundary Creation.
 - d. Tradition One and Two.
 - e. Victim Triangle.

ANYTIME

★ I feel statements can apply to all these situations.



★ Possible solutions are written in green color

1. A member feels unsafe before/during/after the meeting.
 - a. BRB p. 584-585.
 - b. Addressing Predatory Behavior.
 - c. Both sides of The Laundry List.
 - d. Boundary Creation.
 - e. The member is encouraged to speak up to a trusted servant.
 - f. Victim Triangle.

2. Outside of a meeting time a member feels pressure from another member or even a sponsor to pay for something, provide material goods, provide money, or loan money.
 - a. Bill of Rights.
 - b. Boundary Creation.
 - c. Victim Triangle.

3. Pressure to join fellowship gathering that occurs after the meeting.
 - a. Bill of Rights.
 - b. Boundary Creation.
 - c. Victim Triangle.

4. Pressure to donate to a meeting host's website that offers workshops
 - a. Bill of Rights.
 - b. Boundary Creation.
 - c. Suggested Commitment to Service.
 - d. Tradition Six.
 - e. Victim Triangle.

5. Classic "13th stepping" in the nature of a personal/romantic interest, including being followed to one's car, receiving a deceptive invitation to group fellowship when the actual situation was instead a one-on-one.
 - a. BRB p. 349 and p.571.
 - b. Addressing Predatory Behaviour.



- c. Bill of Rights.
 - d. Both sides of The Laundry List.
 - e. Boundary Creation.
 - f. Victim Triangle.
6. Pressure to add one's name and phone number to the meeting phone list and inappropriate use of meeting phone list including using it for dating purposes
- a. BRB p. 349 and p.571.
 - b. Addressing Predatory Behaviour.
 - c. Bill of Rights.
 - d. Both sides of The Laundry List.
 - e. Boundary Creation.
 - f. Victim Triangle.
7. Unwelcome physical contact of any type. For example: hugging, touching, shoulder massage, etc.
- a. Addressing Predatory Behavior.
 - b. Bill of Rights.
 - c. Both sides of the Laundry List.
 - d. Boundary Creation.
 - e. Johari Window.
 - f. Victim Triangle.
8. A member is stalking another member either physically or virtually.
- a. BRB p. 349, p.571 and p. 584-585.
 - b. Addressing Predatory Behavior.
 - c. Bill of Rights.
 - d. Both sides of the Laundry List.
 - e. Boundary Creation.
 - f. Victim Triangle.
9. Pressure to provide car rides to another member.
- a. Addressing Predatory Behavior.
 - b. Bill of Rights.
 - c. Both sides of the Laundry List.



- d. Boundary Creation.
- e. Johari Window.
- f. Victim Triangle.



WSO Articles of Incorporation and Bylaws

The ACA WSO was incorporated in the State of California, USA, in January 1987 as the Adult Children of Alcoholics Central Service Board, subsequently amended in March 1992 as the Adult Children of Alcoholics World Service Organization (ACA WSO). For a copy of the Articles of Incorporation and amendments, go to: [ACA WSO Incorporation-documents](#)

The corporation is subject to the WSO Bylaws established in December 1998. To view a copy of the current ACA WSO Bylaws, go to: [ACA WSO Bylaws](#)

The WSO Operating Policies and Procedures Manual (OPPM) provides general guidance on policies and procedures used within the WSO. When business practices need to be updated, the WSO Board of Trustees is authorized under the bylaws to update the OPPM in accordance with those changes. Find the most current version at: [OPPM](#).

The ACA WSO is recognized by the Internal Revenue Service of the United States (IRS) as a 501(c)(3) charitable organization. ACA Members may take a tax deduction for contributions to the WSO to the extent allowed by law. For a copy of an IRS letter confirming the charitable organization status, go to: [IRS Form.jpg \(816×1056\) \(acawso.org\)](#)

Note that this charitable organization and tax status does not extend to ACA groups and Intergroups because such service bodies are not under the direction of the WSO corporation.



2024 Ballot Proposals Not on the ABC Agenda

The following are the Proposals that were on the Ballot for the 2024 ABC that did not receive enough Yes votes to be on the ABC agenda. Proposals 3, 7 and 12 are listed earlier in this document:

Yes	40%	89	Proposal 2024-1 Submitted by WEB0505	1
No	60%	131		
No Opinion		12		
<p>Issue: We propose changing the ACA literature so that The Promises would be printed and presented in the present tense and no longer be presented in the future tense.</p>				
<p>Background: Members of our group have had the experience of reading The Promises in the present tense at other meetings and brought it to our group. We find them to be more meaningful as we are currently experiencing the fulfillment of these Promises. The Promises below show the current language in Bold and the proposed language in parentheses.</p> <ol style="list-style-type: none"> 1. We will discover (are discovering) our real identities by loving and accepting ourselves. 2. Our self-esteem will increase (is increasing) as we give ourselves approval on a daily basis. 3. Fear of authority figures and the need to “people-please” will leave (are leaving) us. 4. Our ability to share intimacy will grow (is growing) inside us. 5. As we face our abandonment issues, we will be attracted (are attracted) by strengths and become (are becoming) more tolerant of weaknesses. 6. We will enjoy (are enjoying) feeling stable, peaceful, and financially secure. 7. We will learn (are learning) how to play and have fun in my life. 8. We will choose (are choosing) to love people who can love and be responsible for themselves. 9. Healthy boundaries and limits will become (are becoming) easier for us to set. 10. Fears of failure and success will leave (are leaving) us, as we intuitively make healthier choices. 11. With help from our ACA support group, we will slowly release (are slowly releasing) our dysfunctional behaviors. 12. Gradually, with our Higher Power’s help, we will learn (are learning) to expect the best and get it. 				
<p>Resources/Implementation: We understand that there may be special guidelines for how a change like this would happen, if the ABC approves this.</p>				
<p>WSO Analysis:</p> <p>Response: ACA groups can already modify The Promises in the manner this Proposal suggests, for use within their group with group conscience. Officially changing the way The ACA Promises are written in ACA literature would require every document/publication where it is referenced to be re-printed. Almost all Conference-approved literature contains a copy of the Promises as presently written.</p> <p>Factors to consider:</p> <ul style="list-style-type: none"> • Changing this piece of literature would require broad fellowship input and approval, e.g., surveys, town halls, etc. • Any changes to our publications should be very well thought out and considered. The costs for changing this text in all our documentation and publications would be very expensive and take time and resources away from other means of carrying the message. 				
<p>Resources (for more background information) https://acawso.org/bpc/</p>				



Optional Comments: (Those that were greater than 50 words, per Ballot instructions, were truncated. Comments that only referred to a group's internal voting percentages were not included.)

- a) Would cost too much to reprint everything. Groups can modify on their own as they like.
- b) Each group can modify this reading if they want to. It's a great idea but to make it cut and dry and across the board is a petty and costly
- c) Thank you for bringing this possibility to our attention. Our group will consider using the present tense in our meeting.
- d) We feel it is more affirming to change The Promises to the present tense
- e) The Promises come to fruition as the result of working the program of recovery, so the past tense infers that there are those of us who have The Promises in our lives having worked the program, and those who are yet to work the program have to do exactly that,
- f) We feel the cost/effort GREATLY outweighs any benefit. "Take what you like and leave the rest"
- g) Our group does not believe the benefit outweighs the cost in time and financial resources.
- h) We like the idea of The Promises in the present progressive tense; however we have some misgivings about spending all that money to change all the literature. If this was passed couldn't it just be for All future publications?
- i) They would no longer be The Promises but they would be affirmations. The Promises tell a newcomer what they can expect. So we think the name The Promises would not apply.
- j) Believe this is empowering, but adding it to the queue for literature, no, not now. I like putting it in "I" statements.
- k) This would require substantial literature changes, and groups can formulate and use this themselves.
- l) change would remove it from a promise and make it an ongoing statement
- m) Just STOP changing stuff and do the work.
- n) No value add. Very costly. More important things to spend \$. Say it in what ever tense you want.
- o) The change means we can feel the promises in real time as a newcomer & don't have to strive/control to receive them. It is already happening! It gives us the power of an affirmation & how our brain functions best.
- p) amend to read "in all future printings"
- q) Local groups can already choose, including those that prefer future orientation, and it is not worth the expense.
- r) We didn't believe this would be worth reprinting the literature.
- s) We do not support this change. We do support adding this version to the website resources for members.
- t) High cost to the WSO and potentially members, not the best use of our time / resources.
- u) Cost prohibitive and unneeded given each groups autonomy to use alternate renditions of The Promises
- v) Our group conscience is that this proposal should be rejected and that it should not have been qualified to be on this ballot.
- w) We love this proposal and feel it will strengthen our recovery
- x) Too expensive and unnecessary. They can already use their modification.
- y) Each group can already do this
- z) This new version is much more encouraging
- aa) Changes to present tense makes those working the program feel they are progressing and not trying to reach an unattainable goal. Future tense feels discouraging to the inner child.
- bb) We thought it was important that the group could decide on its own to read the pledges in the present tense. Perhaps we will do so regardless of the decision

Yes	35%	70	
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No	65%	130	Proposal 2024-2	2
No Opinion		32		
Submitted by MA047, Cambridge, MA, USA				
<p>Issue: We propose that all WSO literature projects, new or in development, must pass ABC motions initiated by group ballot proposals to start or continue development (publication not guaranteed). Proposals should detail the unmet need(s) the literature addresses and its synergy with existing ACA literature, and ideally provide all ACAs access to a 25-50 page review draft 20 days before any ABC vote. Exception: literature approved by the Literature Evaluation Subcommittee before 6 October 2023.</p>				
<p>Background: This proposal aims to increase group involvement and balance power. Our goal is to ensure that new literature is aligned with fellowship needs. WSO's lack of a long-term literature development plan can lead to overlapping or divergent approaches, confusion, and complexity. This proposal addresses this issue by ensuring ACA groups and, consequently, more ACA members have a say when WSO creates new materials/literature. WSO has limited volunteers. Some may serve multiple terms and positions, potentially granting them undue influence. Requiring potential new literature to pass a ballot-initiated motion helps prevent personal projects and keeps WSO connected to fellowship needs. This proposal prioritizes the commitment to service by emphasizing that the true power of our program resides within our meetings, expressed through our higher power and group conscience. Reviewing a sample draft allows the fellowship to check if the proposed literature aligns with ACA principles and 12 Traditions. This process conserves volunteer and financial resources by not developing materials that may not fit broader fellowship needs. Literature that does not pass at the ABC can still be developed outside WSO for future ballot submissions. Such literature can be circulated (as long as it respects the existing literature development policy and displays no WSO logos) per WSO's open literature policy.</p>				
<p>Resources/Implementation: Our group is prepared to collaborate with the Literature Committee and WSO Board of Trustees to draft language for the Operating Policy and Procedures Manual (OPPM, available at http://acawso.org), making the ballot proposal addition to WSO's literature development process clear. We propose that the Literature Committee implement and ensure compliance with these changes while the Board of Trustees provides oversight.</p>				
<p>WSO Analysis:</p> <p>Response:</p> <p>This proposal would add an additional step to the existing literature evaluation process by requiring delegates to review and approve each suggestion for a new piece of ACA literature prior to its being developed, therefore lengthening the process for approval of new literature.</p> <p>Currently new ACA literature can be proposed in any one of four ways, as per the Operating Policies and Procedures Manual:</p> <ol style="list-style-type: none"> 1. By means of a delegate motion at an ABC 2. By any ACA group that develops it 3. As directed by the Board of Trustees 4. As created by the Literature Committee. <p>Delegates already have the ability to direct the Literature Committee to write new literature at an ABC, as well as the ability to grant final Conference approval for all literature initiated in any of the above four ways.</p> <p>Factors to consider:</p> <ul style="list-style-type: none"> • Adding this additional step <ul style="list-style-type: none"> ○ Will limit the Literature Committee's ability to produce new literature. ○ May risk losing volunteers and groups who are interested in working on a specific literature project, since they may have to wait up to a year for approval to begin any work on it. 				



- There are currently numerous pieces of ACA literature in progress to become conference-approved, after fellowship review, that were not initiated by a ballot proposal. One example is *A New Hope*, which was developed and used by a meeting group in Florida before being submitted to the Literature Evaluation team as proposed literature.
- If this proposal is implemented, it will result in additional ballot proposals each year requiring additional time for the:
 - Ballot Proposal Committee
 - ACA meeting groups
 - and at the ABC - to go through these proposals.
- Discussion of alternative solutions to the perceived problems with the current literature development and evaluation process raised in the proposal can be done independently of this proposal by gathering broad fellowship input, e.g., surveys, town halls, etc.

Resources (for more background information) <https://acawso.org/bpc/>

Optional Comments: (Those that were greater than 50 words, per Ballot instructions, were truncated. Comments that only referred to a group's internal voting percentages were not included.)

- 1) We do not need another layer of bureaucracy to slow down publishing.
- 2) The aca literature seems very complete. What more can be added by way of information or practice?
- 3) This will slow content creation to a crawl - there are far too many committees/processes already. "Keep it Simple" ...
- 4) Our group is in favor of requiring literature ballot proposals to be initiated at the group level, with the opportunity for groups to review a 25-50 page draft prior to any ABC vote.
- 5) If I understand it correctly Conference approved means reviewed by delegate. So, perhaps this is a good idea.
- 6) We would like an external opinion (non-ACA, non-paid staff) to provide feedback on this too.
- 7) No, we already have a literature committee.
- 8) No clear need for this. Current process is working. Just need more people in service.
- 9) Too restrictive on literature committee. Group gave a very good presentation at the Town Hall. Had good points about any new proposed lit having 25-50-page sample for groups to review, however, we trust our trusted servants.
- 10) It places the group membership directly in charge of approving literature.
- 11) This sets up additional barriers for ACA literature projects, which can come from a wide range of sources.
- 12) the additional check would lengthen the process too much
- 13) Because it STOPS unessacary projects
- 14) Let literature committee do their "job." ABC is yearly, this will make an already long process longer.
- 15) The proposal does not give enough background to help us understand why it is or isn't needed.
- 16) This violates "keep it simple" and is unnecessary. Though the minority finds it is more democratic.
- 17) Doesn't the Literature committee already serve this function? Would we ever get new literature?
- 18) Superfluous given existing policy and procedure surrounding literature development. Feels like another layer of bureaucratic red tape.
- 19) The WSO and the Conference should jointly develop a comprehensive prioritized plan for a full bibliography of current and future ACA literature as a guide in the development and revision of all ACA literature to avoid overlap and duplication.
- 20) Unrealistic and impractical. The fellowship has the right to propose new literature and has the ultimate approval/disapproval at the ABC. Why should we shut down good idea??



21) Slows process & unnecessary

Yes	35%	70	Proposal 2024-4 Submitted by IG729, WeAgnostics Virtual IG	4
No	65%	129		
No Opinion		33		

Issue: Change and affirm language in the Operating Policy and Procedures Manual (OPPM) regarding usage of outside literature. OPPM to read: “It has always been accepted that ACA should remain eclectic in choosing literature. That is, ACA meetings may draw from various sources without censorship. Each group is cautioned to be extremely careful in selecting materials, reviewing them against the 12 Traditions that govern our fellowship. This policy is subject to change only per Conference approval.”

Background: The current literature policy in the OPPM (p. 29), only addresses ACA’s open literature policy in passing. This policy has a history in our fellowship that is intimately intertwined with the identity of our fellowship. While both the BRB and the literature trifold provide more information about this policy, the authors of this proposal believe it is expedient to include a clear commitment to ACA’s open literature policy in the OPPM.

Adding the phrase, “without censorship” allows meetings to use their group conscience process in accordance with Tradition 4 and ensures no censorship from outside the meeting regarding the group’s choices. Eclectic means deriving ideas, styles, or choices from a broad and diverse range of sources. This would allow all groups to choose appropriate outside literature based on their individual group’s needs.

Many members and meetings value the literature ACA has produced. Due to the complexity of the ACA condition, this literature will never be able to meet all the needs of every adult child. This proposed open literature policy allows individual members and meetings to choose the resources that best serve their recovery.

Per Concept 6, the “annual business conference... traditionally has the final decision respecting large matters of general policy” such as changes to the literature policy. The authors of this proposal believe that making this explicit in the OPPM benefits the fellowship as a whole.

Resources/Implementation: Implementation: This would be implemented by a well-informed group conscience vote of the Conference with the results of this vote distributed to the fellowship and the proposed changes implemented in the OPPM.

Resources include:

- Big Red Book (BRB) pp. XXXVI, 510, 612
- Tradition 4 - <https://adultchildren.org/literature/traditions/>
- ACA Literature Committee Policies trifold - https://adultchildren.org/wp-content/uploads/Literature/Literature_Policy_EN_US_LTR.pdf

WSO Analysis:

Response:

ACA’s Literature policy says groups can use non-conference approved literature if it is in alignment with the Twelve Traditions. Page 612 of the BRB says “Each group is asked to be extremely careful in selecting outside material.” It goes on to cite several of the Traditions and questions to consider when making literature choices. There is similar wording in the Literature Policy tri-fold (see link below).

To add the words “without censorship” could suggest a group’s autonomy outweighs the needs of the fellowship to ensure a level of consistency in meetings – a consistency that distinguishes an ACA meeting from any other type of meeting.

Factors to consider:



The BRB recognizes that individual members may need literature from other sources to aid their recovery and are free to do so. All meeting groups are autonomous and can already choose eclectic material, as per group conscience. And outside literature should not contradict our foundational literature.

As stated in the BRB on page 612:

- Each group needs to evaluate what effect the use of outside literature might have on the newcomer seeking recovery in ACA.
- ACA members may use various books and literature in aid of their recovery.
- The non-ACA literature also should not promote an atmosphere of therapy in the meeting or promote a given author.

If this proposal is approved for the ABC agenda, the discussion could include consideration for further broad consultation with all meeting groups on this change and its impact.

Resources (for more background information) <https://acawso.org/bpc/>

Optional Comments: (Those that were greater than 50 words, per Ballot instructions, were truncated. Comments that only referred to a group's internal voting percentages were not included.)

- a) To add the words "without censorship" could suggest a group's autonomy outweighs the needs of the fellowship to ensure a level of consistency in meetings
- b) Our group believed the use of outside literature should be encouraged /not discouraged and language more strongly in line with this should be adopted
- c) Our group believes the phrase "without censorship" is problematic, and that groups already have autonomy to choose non-conference approved literature per group conscience as long as that material is in alignment with the Twelve Traditions.
- d) I am not in favor of this one, because I believe that the big Red books outlines a clear message of group autonomy which does NOT interfere with ACA as a whole.
- e) The group is unclear what the OPPM means to them and technically don't care.
- f) No, it's already addressed in our literature.
- g) No problem identified that this would fix. Present focus on Traditions is key.
- h) This change is not necessary. We already have an open literature policy. Implication it is currently without censorship. Have no problem approving this, but vote against being on agenda. Our mtg uses non-CAL. This applies to a procedures manual, should be subject to board. Complicates the open lit policy.
- i) The feared ACA intervention has not happened, so this is a solution to no existing problem.
- j) keep present policy
- k) Already implies this.
- l) Follow current policy
- m) We support the updated language but feel like the time and effort required to make changes across documents would not be worth it.
- n) We don't feel change is necessary
- o) Groups can already use outside literature as per the WSO and outside literature could increase work for volunteers. Adding "without censorship" could take away from ACA traditions.
- p) We appreciated the flexibility in this policy.
- q) Groups are autonomous and have always chosen their own path. We do not understand this proposal.
- r) Groups already have a large amount of autonomy regarding what literature they use. The ACA literature police don't exist.
- s) The WSO and the Conference ought to work jointly to define boundaries on the use of outside literature by an ACA Group or Meeting. The OPPM is a WSO manual that should not be edited by the Conference.



- t) There needs to be censorship to stay ACA related. Otherwise, it's not an ACA meeting.
- u) Already defined, don't want to dilute ACA
- v) We consider the way the Red Book describes the ACA's literature policy and recommendations for selecting literature for use by groups to be sufficient. In the early years of the ACA community in Russia, we did not have these guidelines. Some groups used literature that was far from the goals

Yes	50%	102	Proposal 2024-5 Submitted by IG645, Russian Speaking Regional Service Committee	5
No	50%	100		
No Opinion		30		

Issue: We propose returning to the countries the right to serve their needs in published program literature and to manage this process - according to the publishing license from WSO.

Background: According to Tradition Four, countries can take care of their needs using their inner resources. Local service bodies are well informed about local rules and legislation, which can vary from region to region. They also know their inner market and can get better terms from the printer. This can help reduce the price of the books for our local fellow travelers, which will contribute to carrying the message to an adult child who still suffers. E.g., the Russian fellowship has printed more than four editions of the BRB and the YWB along the whole history of printed ACA literature in Russia. We know that other 12 Steps fellowships provide the countries with the right to print their fellowship literature themselves, and the printing experience leads to the explosive growth of the fellowship in the country / region. World Service bodies of these fellowships support and control this process with a publishing license. When the fellow travelers of a country devote their personal efforts in printing the literature they are more inclined to respect the copyright. We believe that our proposal can benefit the global fellowship. In our proposal we rely on the Concepts V, VI and XII and have the purpose of more balanced fellowship. We as adult children have temptation to be co-dependant and to rely on WSO in issues which we are capable of solving ourselves. On the contrary, we would like to grow and become more independent to create more points of support for our global fellowship.

Resources/Implementation:

WSO Analysis:

Response:

Previously Intergroups outside the US had printing licenses that allowed them to print and purchase books locally, and then split the profits with WSO (royalties). This system of local printing resulted in higher costs for the Intergroups, limited availability of translated literature globally, and caused major accounting issues.

To increase accessibility and affordability of ACA literature, a new system was implemented with a worldwide supply chain using global printing hubs. These hubs print and ship the books to where they are most needed in a cost effective manner. As a result, all countries currently have the ability to access published program literature. This new system was presented at the 2022 ABC, the AWC, the European committee, and Intergroups outside the US that were working with WSO on print requests.

Factors to consider:

In the current global system:

- ACA literature is available at lower costs due to increased volume of book orders and centralized storage.
- Intergroups outside the US can focus on growing their fellowship rather than on publishing, similar to the US Intergroups.



- Those living abroad can have access to books in their first language, no matter where they live.
- Centralized translation management allows for faster translations and more translation support.
- The most up-to-date ACA books are available around the world as WSO publishing activities are aligned with ABC motions and consistent with our publishing standards.
- Strengthened copyright and accounting protocols have been implemented as required

Resources (for more background information) <https://acawso.org/bpc/>

Optional Comments: (Those that were greater than 50 words, per Ballot instructions, were truncated. Comments that only referred to a group’s internal voting percentages were not included.)

- The current global system seems to insure maximum reach of literature at minimum cost possible.
- Keep all literature fully ACA in content. Other programs have similar concepts but ACA is still unique and should maintain this niche
- WSO could work with the Russian fellowship to find a local solution.
- Our group believes this proposal merits additional discussion.
- There is a contradiction in the background states: They also know their inner market and can get better terms from the printer. This can help reduce the price of the books for our local fellow VS ACA literature is available at lower costs
- Our group voted against it being on agenda but we are interested in hearing groups’ responses. How is this new way of publishing distribution working? For Australia, lit costs are astronomical The IG may form an incorporated assn so they can print in Australia. If the current way of publishing
- Risk of copyright violations and/or corruption of literature.
- easier to get publications out
- Financial decision to be made by publishing committee.
- Encourage with Russian intergroup to seek variance with WSO
- Cost benefit presented does not sell this proposal. Agree to keep IG focus on meetings.
- The printing hubs are up and running again. The current system keeps the costs down.
- We weren't sure what "managing the process" meant, but would like printed material in various languages.
- We agree with the WSO's analysis of this proposal. Centralized literature production and financial management is cost-effective and more efficient. Russia also isn't particularly stable currently.
- The proposal is not supported by evidence or a persuasive description of a problem that would be resolved by this action.
- It was a problem when we gave license before. Now, with distribution centers, literature is less expensive and they more responsive to groups.
- Agree with WSO analysis & already tried & have addressed this with newly implemented method
- We believe it is important for local service structures to be able to print literature themselves, having a license to publish from the WSO. Now there is no printed literature available in Russia, the last copies have been sold out. When there was, there was not enough of it. We

Yes	47%	83	Proposal 2024-6 Submitted by WEB1019, TEL0341, WEB0609, WEB0616, WEB0841, CA1312. Cottonwood, CA, WEB1169, IG595 Wash State, WA0190,	6
No	53%	93		
No Opinion		56		



	<p>Olympia, WA, Region 5 (NE USA), CA915, Arroyo Grande, CA, CA1006, San Luis Obispo, CA, WEB381, IG76, Central Coast, CA</p>	
<p>Issue: The 2024 ABC Delegates authorize creation of an autonomous Conference Coordinating Committee, directly responsible to the Conference of Delegates, to partner with ACA World Service Organization (WSO) in planning, organizing, and implementing ACA's annual and quarterly business meetings (ABC and QDMs).</p> <p>This committee would initially consist of at least 5-10 delegates. Funding of up to \$500 annually for independent communications platforms would be allocated from WSO's 7th Tradition contributions.</p>		
<p>Background: The group conscience process of the ACA fellowship is expressed through delegate voting at the Annual Business Conference and the Quarterly Delegate Meetings. Currently, Trustees of ACA's World Service Organization organize these meetings, aided by committees responsible to the Board, including the ABC Committee and the Ballot Prep Committee.</p> <p>On p.62 of the 2023 Delegate Binder, the ABC/AWC Study Group recommended that "in order to create a healthy relationship between the Annual Business Conference Delegation and the World Service Organization Board of Trustees, we believe the delegation needs to be empowered to take on more responsibility" (see link below). This aligns with the division of responsibilities between the ABC on the one hand and the WSO Board of Trustees on the other as outlined in Concept VI.</p> <p>Creating a Conference Coordinating Committee, in accordance with Tradition 9, is seen as a first step in the direction of delegates sharing responsibility with WSO for materializing the fellowship-wide group conscience process.</p> <p>A number of other 12 step programs use Conference Committees to facilitate the fellowship-wide group conscience process. As with ACA's foundational documents (Steps, Traditions, Concepts), authors of this proposal acknowledge that this works for other programs and look to those programs for inspiration and guidance as we formulate what works for ACA.</p>		
<p>Resources/Implementation: Although a number of delegates involved in drafting this proposal are ready to offer service on this committee, the invitation to participate on the committee will be open to all delegates. Upon approval of this proposal, interested delegates will present volunteer bios and statements of interest 30 days before the QDM in August. New committee members may be added by Delegate vote at any subsequent ABC or QDM, following the same voting procedure.</p> <p>By suggesting the establishment of independent communications platforms (such as Gmail account/drive, Slack or Discord chat platform, and/or a ZOOM account to facilitate committee meetings), authors of this proposal aim to achieve structural separation from WSO as a foundation for a healthy and balanced partnership, in service to the ACA fellowship as a whole.</p> <p>Finally, below is a list of links referencing some of the fellowship resources informing this approach, specifically Tradition 9, Concept VI, the 2023 Report from the ABC Study Group, and a Comline Blog post presented by the Ballot Prep Committee in August 2023:</p> <ul style="list-style-type: none"> • Tradition 9 (https://adultchildren.org/literature/traditions/) • Concept VI (https://adultchildren.org/literature/the-twelve-concepts-of-aca/) • 2023 Report from the ABC Study Group (2023 ACA WSO Annual Business Conference Delegate Binder -v 1.3 https://adultchildren.org/wp-content/uploads/2023/05/2023-ACA-WSO-Annual-Business-Conference-Delegate-Binder-v-1.3.pdf), pp.59-69 • Transformations - a Comline Blog post presented by the BPC (https://adultchildren.org/comline/fellowship-news/transformations/) 		
<p>WSO Analysis: Response:</p>		



An ABC (planning) Committee already exists. Their statement of purpose is:

- Oversee the planning and implementation of the Annual Business Conference/Quarterly Delegate Meetings.
- Strive to facilitate an effective assembly establishing the collective conscience of our fellowship regarding the maintenance of ACA World Services.
- Support those who serve the ABC/QDM.
- Include Delegate feedback to prepare agendas.

While it is a WSO committee, they are committed to ensuring that the delegates' direction is followed in the planning and the agenda setting of the ABC/QDM. The ABC Committee is composed of former and current delegates, intergroup representatives and WSO volunteers. All delegates are invited to join.

As a result of previous ABC motions, there is also an ABC Study Group tasked with writing a Conference Charter, which would set the stage for Conference-driven Committees. Please see links in the **Resources** section below to previous ABC Motions.

Factors to consider:

- Other major 12 Step World Services that have conference committees first created a Conference Charter and an updated Concepts document before creating the conference committees. These foundational documents were used to inform the purpose and scope of the committees so their path forward was clear.
- These ACA foundational documents that will inform the work of a future conference-driven committee are currently being developed at the direction of the delegates in the ABC Study Group and the Concept 2 & 6 Study Group.
- When/if a conference-driven committee is created an implementation plan will need to be developed for the delegates' consideration at a future ABC.

Resources (for more background information) <https://acawso.org/bpc/>

Relevant Motions Passed at the 2022 ABC

Motion: To create an ad-hoc committee that will study Concepts II and VI and report to the 2023 ABC on possible revisions. Delegates and the fellowship will be notified of the study and invited to join the ad-hoc committee.

Motion: I move to direct the ABC AWC Committee to coordinate an in-depth and inclusive study regarding possible changes to the ABC and AWC structures. The study will consider all fellowship viewpoints, and all delegates and members of the fellowship will be invited to participate. Findings will be presented to the 2023 ABC, and regular updates will be provided to 2022 ABC delegates and the fellowship.

Relevant Motions Passed at 2023 ABC/QDMs

Motion: To request a six month extension, with a detailed update at the next Quarterly Business Meeting, to complete proposed revisions to Concepts 2 & 6, but to affirm that concept 2 will define the conference as the voice and conscience of the ACA fellowship.

- At the 2023 ABC, 91% of the delegates approved to continue the study and expand its scope to include a conference charter.

Motion: To approve extending the ABC/AWC Study to provide recommendations without limitation, including:

- Drafting a charter for the conference, and
- Recommendations for changes in other areas, depending on availability of adequate resources, and



- Separating the AWC study from the ABC study, creating an additional study as resources permit, and
- that the delegates will receive regular updates until the study is completed.

Optional Comments: (Those that were greater than 50 words, per Ballot instructions, were truncated. Comments that only referred to a group’s internal voting percentages were not included.)

- This would take some workload off of overworked WSO members as well as providing checks and balances for the ABCs and QDMs.
- Is this a genuine need?
- We think this matter could be considered once reporting is completed by the ABC Study Group and Concept 2 & 6 Study Group.
- We feel this is an effort to burden the WSO and the greater ACA community as a whole with FAR too many bureaucratic, costly boards and committees.
- Our group believes the existing ABC Planning Committee is committed to following delegates' direction in planning the ABC/QDMs and setting agendas, and the creation of the CCC would be redundant. Also, there are relevant studies already in progress that should be allowed to be completed.
- await charter
- Currently there is no problem. Charter first.
- Current Committee working, need to wait for a Charter.
- The delegate from our group would be impacted by this Proposal, but as a group, we would have no opinion. The conference body is not yet ready for conference coordinating committee; first have a conference charter to clearly guide governance needs to have term limits. Another conf ran into trouble
- Already under WSO study.
- It seems there is already a delegate committee that works on this.
- blurring authority of trustees
- We can't even get enough people to go to meetings, do service locally, and nationally, why stretch resources further.
- Already study group
- Our group expressed the hope that this proposal will be resubmitted with a clearer justification.
- Too much goobledeegook & needs more simple language to understand
- On one hand, it would be more transparent and is done in other 12-step fellowship. On the other hand, the timing is not right.
- We didn't believe this was an essential need.
- We believe the WSO and the Conference ought to jointly develop a plan for developing the ability of the Conference to take on more responsibility for planning, organizing, and conducting delegate meetings and business.
- Where have these members been when planning the last ABC's and QDM's? Nothing is stopping them from being involved. This should be a committee, open to all and coordinate w/ WSO & ABC planning.
- Foundational documents needed 1st

Yes	31%	61	Proposal 2024-8 Submitted by Region 2 - Greater Western US, CA1006, San Luis Obispo, CA, USA, CA915, Arroyo Grande, CA, USA, CA1064, Fresno, CA, USA, CA1265, Fresno, CA, USA, IG76, Central Coast, CA, USA, WEB0381, IG595, Washington State, USA	8
No	69%	133		
No Opinion		38		



Issue: We propose that each year's ballot process include worldwide ratification of each World Service Trustee. For fully informed decision making, Concept XI information (contact information, education, and work and program experience), and each Trustee's understanding of the Traditions and Concepts would be included on the ballot form that is submitted to the fellowship.

Background: Delegates make decisions on behalf of the fellowship and in service thereto. Delegates ratify each of the WSO Trustees at the Annual Business Conferences. The Traditions and Concepts limit the Board's authority in serving the fellowship by: providing information; facilitating ACA communication; complying with corporate regulations; carrying out delegate decisions when feasible; facilitating program access; and hosting the ABC, not governing or controlling it.

As per the fiscal report given at a recent WSO Teleconference, ACA is now the 4th largest 12-Step program in the world based on financials of revenues and sales; total revenues in 2022 were \$1,700,000 and are expected to be over \$2,000,000 by the end of 2023 according to the ACA General Manager. WSO Trustees need to have the education and aptitude to deal with the corporate, custodial, fiduciary, and leadership roles required of the ACA WSO Board. Further, while the WSO Board could be composed of up to 20 members, it currently has only five. These five split their attention between their communities, families, and vocational responsibilities. They do ACA service in other ACA settings as well as work on their own recovery while trying to do Board work and participate in multiple WSO committees. We need more WSO Trustees with the ability to fulfill their fellowship and corporate responsibilities.

Additionally, Concept XI encourages selection of quality trusted servants on our "...service boards, (and) ...the personal qualifications of their members... will always be matters for serious care and concern."

Resources/Implementation: For each ABC, each Trustee applicant may submit an ABC ballot proposal asking worldwide delegates to consider him/her to be on the WSO Board for the following year. These proposals will be due on the same dates as all other proposals.

The "Proposal" section (limited to 75 words) will include: contact information, a request to serve another year as a Trustee, and why.

In order to comply with corporate requirements, transparency, and ACA Concept XI, each proposal will include a "Background" section (limited to 250 words), with personal history, including: contact information, education and applicable work experience, previous and current ACA program service, and relevant experiences and expertise.

In lieu of the "Resources/Implementation" section of the proposal, a new section (also limited to 300 words), "Traditions and Concepts," would replace it. All board members would give their interpretation of Tradition 9 and Concepts I, II, VI, XI.

WSO Analysis:

Response:

Currently all trustees are extensively vetted by the Nominating Committee and ratified each year by worldwide voting of our delegates at the ABC (Annual Business Conference).

This proposal would ask for increased disclosure of the personal information of the Trustees being ratified. This could potentially discourage current and future trustees from serving on the board due to additional public disclosures of personal information, especially at a time when we need more Board members.

Currently the Bylaws require that qualified Trustees are added to the ABC agenda for ratification. After worldwide online voting takes place for each Trustee, the opportunity for



minority opinion is made available, and a revote is taken if necessary. This proposal would create the possibility that some/all Trustees would not reach the agenda for ratification.

Factors to consider:

- Regarding fiscal matters, WSO employs skilled staff and professionals with strong checks and balances in our system to ensure our finances are protected.
- We need diversity in our Trustee members with good recovery from all walks in life, in both business and fellowship.
- This process would not only duplicate the comprehensive vetting work done by the Nominating Committee, it also could make it more difficult for people who do apply to be ratified due to adding several more steps than currently exist.
- There is no “corporate” or legal requirement to disclose trustee last names and personal information.
- Other 12 Step Programs that we’re aware of do not disclose the last name and personal information of board members nor require approval by groups outside of their Conference.
- This would add additional Ballot proposals each year, one for each Trustee (up to 20 Trustees), expanding the work for:
 - Meeting groups to review additional proposals,
 - The Ballot Prep and ABC Committees,
 - Delegates at the ABC by requiring an extensive amount of valuable ABC time to process the resulting motions for each proposal.

Resources (for more background information) <https://acawso.org/bpc/>

Background Info. from Nominating Committee

The Trustee’s bios are posted before the Annual Business Conference (ABC) in the delegate binder for informed decision making.

At the ABC, Trustees speak about their service and their goals. In 2023, they also spoke about their professional experience.

All current trustees have been successfully ratified by worldwide online voting by our delegates. The Nominating Committee thoroughly vets all trustee candidates and presents only qualified candidates for the Board.

The WSO Nominating Committee’s primary purpose is to thoroughly vet and then nominate qualified members to the ACA WSO Board of Trustees who have ACA program knowledge, emotional sobriety/good recovery, and can work cooperatively with others as per the OPPM, III WSO BOARD OF TRUSTEES, Section J & K

The Nominating Committee spends approximately 10-12 hours on the vetting process for each Board candidate. The submission requires the candidate’s full name, WSO service history, education, training, and work experience.

The Nominating Committee holds 5 – 6 interviews per candidate. This includes the candidate, 3 of their references and at least 2 others who know them in service.

The delegates may send concerns about Board members to the Nominating Committee throughout the year.

Optional Comments: (Those that were greater than 50 words, per Ballot instructions, were truncated. Comments that only referred to a group’s internal voting percentages were not included.)

- a) No, breaches anonymity and would deter service.
- b) Excessive and procedural burden - we don't need more of the same rules and processes



- c) Our group believes that the current Nominating Committee already serves to thoroughly vet all trustee candidates; disclosing last names and personal information to a worldwide audience beyond this committee is unnecessary. Candidates already speak to their experience, service, and goals.
- d) This proposal would ask for increased disclosure of the personal information of the Trustees being ratified.".. I'm all for increased disclosure. That is LOT of money they are handling!
- e) They have no idea what the trustees do or who they are but they'd like to see videos of them on YouTube, lol.
- f) No, breaks anonymity of trustees, already vetted by the board, still voted on by delegates who represent the world.
- g) Our group felt this places a very unreasonable burden on the fellowship. Assessing ballot proposals is itself a significant undertaking.
- h) We need more people on the Board this would limit applicants. Current process of vetting is working well.
- i) Would tend to keep members from applying to be on the Board.
- j) Some elements requested are okay, some are too stringent; I do not think phone numbers is reasonable. A few of our members wouldn't want to give their addresses and phone numbers out, so not in favor of applying that to the Board. On the surface thought it was a good
- k) The existing process for nominating and selecting trustees seems sufficient.
- l) It seems that the nominating committee already does this. The current process seems better -- and doesn't dox the candidates.
- m) why not fill the empty trustee seats?
- n) We are an anonymous program and that info is on a "need to know" basis. Not to mention ID theft etc.
- o) Unreasonable
- p) The current process feels sufficiently robust in vetting candidates
- q) We support more checking to protect the fellowship. We feel an independent organisation could support the fellowship. They would not come with bias.
- r) The proposed process would violate anonymity.
- s) We didn't think this was necessary.
- t) Trustees are already thoroughly vetted. The proposed measures could easily be a deterrent to individuals considering reaching out for service work. We agree with WSO's analysis.
- u) We believe this proposal would make it more difficult to attract and retain qualified members willing to serve as volunteer Trustees.
- v) Since 2018, the Nominating Committee has successfully vetted Board candidates using a comprehensive process in an emotionally safe environment. The process includes a thorough application, applicant and reference interviews to assesses for good recovery, program knowledge, and the desired qualifications. Delegates have the last word during the ABC ratification process.
- w) Current method adequate & very low on number of volunteers we have now

Yes	52%	103	Proposal 2024-9 Submitted by Region 5 (NE USA); Region 2 (Greater Western USA); Central Coast IG76, CA; Washington State IG595; CA1006, Pismo Beach, CA; CA915, Arroyo Grande, CA; WEB381, Arroyo Grande, CA	9
No	48%	94		
No Opinion		35		

Issue: All current and future meeting listing and delisting criteria shall be subject to review and approval of the conference body, as a large matter of Policy (per Concepts I, II, VI). Any current meeting listing criteria shall be brought forth to the 2024 Annual Business Conference (ABC) for that review. WSO shall not institute new or update existing meeting listing criteria without the separate approval of the Conference.



Background: Sometime in 2023, for the first time ever, certain criteria appeared as requirements for registering or updating a meeting (see bottom of <https://adultchildren.org/meeting/meeting-register/>). While some of these criteria appear to have a reasonable, clear basis (such as agreeing to follow the 12 Traditions), others seem puzzling. For instance, “We understand that if our group or its listing are in violation of any California State laws or USA Federal government laws, our meeting may be removed from the WSO website until such time as we move into compliance with those laws.” What if my meeting is in Africa?

Whether the Conference agrees that this a reasonable and fair basis for being considered a true and fully legitimate ACA meeting is currently unclear. It is also unclear from where the full set of criteria originated, and whether it has been reviewed or approved by the WSO Board. Either way, the full set of criteria have not been submitted for approval by the Conference.

Resources/Implementation: In the past year, the WSO Board has created a Service Review Panel (SRP) “of Board and non-Board ACA members to evaluate meetings and event listings and refuse or remove listings that are inconsistent with the ACA Twelve Traditions or the ACA Twelve Concepts, or that violate provisions of the OPPM or the WSO Bylaws.” (see Motions 2022_1210_01 and 2023_0429_12 in the Book of Motions <https://acawso.org/aca-wso-book-of-motions/>)

While Traditions apply to all service entities within ACA, the WSO OPPM and Bylaws are governance documents that pertain and apply to WSO only – not to meetings, the Fellowship, or any Intergroup or Region. (Autonomy, Tradition IV)

The set of requirements for being an ACA meeting beyond following Steps and Traditions is a decision for the Fellowship via the Conference. The WSO Board is meant to act as Trusted Servants of the Conference per Traditions II and IX as well as Concepts I and II. Perhaps a way through this could be to have the Service Review Panel made to be an advisory body that, while accountable to the Executive Committee of the Board of WSO (per Tradition 9), functions only to (1) make recommendations to the Conference for review/approval and (2) act on violations only of those criteria that the Conference has approved by Substantial Unanimity. In addition, all members of the SRP shall be nominated and elected by the Conference on an annual basis.

WSO Analysis:

Response:

At the 2023 ABC, the Board informed the delegates that meeting listings policies were being reviewed/developed for recommendation to the fellowship and would appreciate an opportunity to discuss these policies at the 2024 ABC.

Concepts VI and VII state that, our Annual Business Conference “traditionally has the final decision respecting large matters of general policy and finance. But the Annual Business Conference also recognizes that the ... active responsibility in most of these matters would be exercised primarily by the Trustee members of World Service Organization”, and “the Trustees are thereby fully empowered to manage and conduct all of the world service affairs of existing policies of ACA.”

In 2023, the criteria for registering meetings for the meeting directory was clarified to more clearly detail the criteria as listed in the existing policy in the BRB on page 602.

- The previous criteria was general - “...listing on the WSO website indicates their agreement to abide by the ACA 12 Traditions.”
- The intention of adding a checklist of agreements to register a meeting was to provide more clarity and support for new groups and newcomers.

Factors to consider:



- As per Concept VI and VII, as described above, the Board determined:
- Because World Services is bound by the laws where it is incorporated, when WSO received notification of a pending lawsuit about a protected class of ACA members being ejected from a registered meeting, there was a need to protect our legal and fiduciary responsibilities. This was done by adding a legal point to the checklist.
- to add a statement that when meetings register they agree to follow *The Suggested Commitments to Service* as stated in BRB on page 601.
- There will be times when the Board may need to make an immediate decision regarding a meeting listing in order to fulfill their fiduciary and legal responsibilities to the Fellowship.
- Updates regarding any of these decisions would be provided to the Fellowship at the first possible opportunity.
- The Board created a peer review panel of experienced WSO volunteers to form the first "Service Review Panel" to ensure there was a thorough review of complaints about meetings and when necessary, provide recommendations to the Board. Requiring nomination and election of those on this panel by the ABC could become problematic, especially when there is a need for mid-year additions/replacements
- To give the responsibility to the conference to manage the day to day administration of the listing directory adds both time and steps to the task of managing and conducting the affairs of ACA.

Resources (for more background information) <https://acawso.org/bpc/>

Motion Passed by Delegates at 2022 ABC: I move that "only" meetings for marginalized or oppressed communities (eg BIPOC, LGBTQ+, women), as well as men's groups, continue to be listed on the WSO website to provide safe spaces in service of carrying the message (Tradition 5); that the fellowship maintain its Tradition 4 option to delist any "only" group that negatively affects ACA as a whole, for example by using offensive language or by alienating marginalized/oppressed adult children, which would violate Tradition 5.

Optional Comments: (Those that were greater than 50 words, per Ballot instructions, were truncated. Comments that only referred to a group's internal voting percentages were not included.)

- a) WSO needs to be able to move quickly without a layer of bureaucratic slowdown in case of an illegal/inappropriate listing.
- b) Petty. Africa meetings are not subject to USA laws ... meetings outside of CA are perfectly capable of making wise decisions. We meet to share experience, strength, hope. Anything else, go somewhere that does what a person is looking for, but leave ACA as ACA
- c) We as ACA members elect the WSO - they are already a board designed to guide the interests of ACA globally. We can hardly get enough volunteers to facilitate literature and intergroup service
- d) Our group agrees that the current full set of Meeting Listing/Delisting criteria should be submitted for approval by the ABC, and that all future updates to meeting listing criteria should receive ABC approval.
- e) as this would complicate the process, tie WSO's hands in carrying out their responsibilities and possibly create further legal issues.
- f) Once a year or twice is not sufficient for such processes. Given the proposal to consider how often ABC delegates meet and how taxing it is for IT, and ABC volunteers, as well as how meetings can affect the fellowship as a whole, currently this proposal doesn't apply well.
- g) No.... however something does need to be said to inform delegates of what occurred to create need for change in listing guidelines



- h) This is a tough issue. Yes, the conference should decide criteria. There was also an issue for having meetings for marginalized groups. No, it is not a matter for the conference. There are a lot of factors. Although Member may not always agree with what Board decides, Board responded as
 - i) Some delisting decisions require immediate action and we trust the WSO Trustees.
 - j) Need to discuss more and clarify/ strengthen proposal. For instance, obvious discrimination or breaking traditions are acceptable reasons for delisting.
 - k) Committee already looks at this as needed
 - l) As an "only" meeting we believe protections need to be in place & the whole fellowship should be consulted about changes.
 - m) 1/2 said yes and 1/2 said no. There is no option for this way of voting. So have ticked 'No Opinion',
 - n) The conference needs to be involved in what makes an ACA meeting, and current meetings lists are hard to navigate. The minority opinion is that this issue is already well addressed.
 - o) We would not restrict WSO from making real time changes as they deem appropriate.
 - p) WSO and the Conference ought to work jointly to define or refine the boundaries or the criteria for a group or meeting to call itself an ACA group or meeting.
 - q) The Board has a right and a fiduciary duty to protect ACA's assets and members by delisting meetings that are not following the ACA Traditions. The authors of this proposal and Delegates have no fiduciary duty towards ACA. Any meeting not following the Traditions should be delisted.
 - r) Legal issues must be addressed & in a timely & informed way

Yes	34%	73	Proposal 2024-10 Submitted by PA076, Oakes, Pennsylvania, USA	10
No	66%	142		
No Opinion		17		

Issue: We propose that the last sentence of the Fourth Tradition be removed, which states: We cooperate with all other Twelve-Step programs.

Background:

- To our knowledge, no other 12 Step program uses this language. It is also unclear what the intent was or why this sentence was added.
- At the time this was written there were only a small handful of 12 Step, 12 Tradition, programs. Today in our research we find well over 50 other 12 Step programs, and more being formed all the time, and it is unclear whether they all follow the Traditions.
- There is no explanation in our BRB or anywhere else of what the limits are of this cooperation with other 12 Steps programs.
- We think this has the potential for being in conflict with Tradition Six about lending our name, as well as Tradition 10 and outside issues.
- It may currently be used to validate questionable meeting resources, such as therapeutic techniques or the use of literature from other fellowships that could dilute the ACA message.

Resources/Implementation: If this proposal becomes a motion that gets passed by ABC Delegates, then Tradition Four will go through a process that includes getting approval by a certain percentage of ACA groups.

WSO Analysis:

Response:

We believe the reason this sentence is part of Tradition Four is so that the possibility is open for groups to cooperate with other Twelve-Step programs, for example at conferences that provide information on multiple 12 step programs. We are not aware of any instances that this last sentence has caused any issues.



Because the Traditions is a foundational document, it is advised that this change not be undertaken without full fellowship support and input, such as surveys, town halls, etc.

Factors to consider:

- A change to this foundational document will require a new ad hoc committee/working group with volunteers to survey and gather input from the fellowship before creating an implementation plan for the next ABC.
- Research and decisions will need to be made regarding the process for changing any foundational documents.
- Need worldwide fellowship approval on significant document change.
- This would require substantial financial costs to change all our literature that contain the Traditions.

Resources (for more background information) <https://acawso.org/bpc/>

Optional Comments: (Those that were greater than 50 words, per Ballot instructions, were truncated. Comments that only referred to a group's internal voting percentages were not included.)

- a) Cooperation is not losing our identity. 12 Step recovery work is awesome regardless of the petty wording some people like or that 12 Steps use.
- b) We feel if no other 12 groups include this language neither should ACA
- c) Our group agrees that the benefit does not outweigh the cost in time and financial expense.
- d) We don't see conflict with Tradition 6: not lending name to outside resources,... We agree it should not be undertaken without full fellow ship report.: town hall etc.
- e) There is confusion about why this is even necessary to state. We are a CLOSED ACA meeting and alcoholics have their own meetings.
- f) Indicates ACA openness to other fellowships.
- g) This has never caused a problem in the past. Don't know if we want to wait for a problem to develop. If it's not broken don't fix it. Think of AA having Alanon at conventions, NA having Naranon at conventions. I'm a no on this.
- h) No demonstrated need.
- i) Our group conscience is in the negative, given our Fellow Travelers who participate in other 12-Step programs valuing this statement of unity as-is.
- j) First off the proposal is misinformed, AL-Anon mst help AA. AA has no such affiliation
- k) ACA grew out of other 12 step programs this would be hypocritical.
- l) We feel this would penalise hybrid meetings
- m) This second sentence was never in the 4th Tradition used throughout ACA prior to the printing of the BRB. Where did it come from? There is no existing documentation to support its inclusion in our 4th Tradition. AA did not stipulate that sentence when giving ACA permission.
- n) There is no reason for the last sentence, and no explanation in the BRB about the limits of this. It is not used in other fellowships.
- o) We thought the statement is fine and not worth the expense to change.
- p) Other 12 Step fellowships regularly include this statement.
- q) This would be a lot of expense, it's not clear it is harmful the way it is.
- r) The "common welfare" mentioned in Tradition 1 and Tradition 5's "each group is autonomous except in matters AFFECTING OTHER GROUPS or ACA as a WHOLE" are built in checks and balances to the concerns raised here.
- s) This proposal should not qualify to be on this ballot without substantial evidence of a serious problem affecting ACA as a whole that this proposal would solve.
- t) No. Leave our documents alone. This is draining the energy of the Board and other volunteers that could be used for recovery.
- u) Agree with WSO analysis & suggest world-wide survey be conducted & consistant with our unique fellowship



- v) What if the wording was: We cooperate with other Twelve Steps programs - instead of ALL... Simply delete "all" from that sentence.
- w) We are not to work with other 12 steps groups? There are shared location groups with AA, Al Anon, NA, OA, CODA, SLA and SA across the country and I do not believe it is in the best interest of the ACA groups or individual's ACA's in recovery. How did
- x) Our group needs more clarification - what does it mean that "we collaborate with other 12-step programs"? We would like a brochure or at least an article on this topic to be produced

Yes	45%	90	Proposal 2024-11 Submitted by WEB0150, WEB0384, WEB1061, and the Racial Trauma Service Group	11
No	55%	108		
No Opinion		34		

Issue: In order to best serve and retain current ACA members, attract and reach marginalized Adult Children, and to sustain the common welfare and unity of ACA, we call upon the WSO to create a committee, and for ACA members to step forward in service by evaluating and examining the WSO’s internal structures and carrying of the ACA Message in order to best serve and reach the still suffering adult child.

Background: ACA’s Tradition Five states, “Each group has but one primary purpose — to carry its message to the adult child who still suffers.”

At this time in ACA, the internet has allowed unprecedented access to ACA recovery for underdeveloped and underserved groups. Yet ACA has not seen a relative increase of diversity in its membership.

The purpose of this committee would be to evaluate and examine current internal policies, outreach strategies, and accessibility to the fellowship/program resources to ensure ACA is effectively able to fulfill its primary purpose.

- Resources/Implementation:** Possible areas of implementation:
1. Work to ensure equity and fairness in the fellowship's overall message, service structure, and recovery resources by examining current policies and practices that may perpetuate discrimination or bias.
 2. Work to ensure that ACA literature and ACA meetings are available and accessible to adult children with disabilities or other challenges to access (such as location or financial).
 3. Advocate for diverse representation in service roles, fellowship outreach, and content creation to attract and reach the still suffering adult child.

WSO Analysis:

Response:
At the direction of the 2023 delegates, WSO already has a group called “Racial Trauma Service Group” whose task is to ensure issues of racial equity and racial trauma are addressed in our literature. At the Quarterly Delegate meeting in August, delegates approved the following to be included in the scope of this group, “advising the ACA WSO Board on current and future projects and policies to ensure racial bias and/or systemic oppression are being considered.”

If this Proposal makes it to the ABC agenda and a Committee is created that has a different focus than the Racial Trauma Service Group, clear boundaries will need to be set to ensure the Fellowship and WSO understand the differences.

Factors to consider:

- The Board is currently in the process of conducting a review of the OPPM and the WSO internal service structure in 2024 with professionals to assess “best practices,” which would include this goal.



- If another committee is created, committee members will have to be recruited, and WSO is already stretched thin in terms of volunteers with the current 18 committees.
- Accessibility of ACA literature is covered under the mandate of the Publishing Committee.

Resources (for more background information) <https://acawso.org/bpc/>

Optional Comments: (Those that were greater than 50 words, per Ballot instructions, were truncated. Comments that only referred to a group's internal voting percentages were not included.)

- a) This committee does not seem like it would differ enough from current "Racial Trauma Service Group", and the boundaries between the 2 would be blurry. If there are WSO structures that need changing for equity, other paths exist to address them.
- b) We meet. The meeting is open. If a person attends, cool. If not, cool. We are here when you're ready. To retain,... why. We are here. Join us. Let recovery unfold for everyone
- c) Our group members wish to abstain from this motion.
- d) We encourage fellow travelers to join volunteer for the appropriate committees that are addressing or that have the capacity to address this proposal.
- e) Our Group feels furthering outreach to all suffering Adult children is a good thing
- f) We don't think a separate committee is needed but we do think the current group that focuses on racial issues should be broadened to cover other diversity issues.
- g) Because this proposal was submitted by the current Racial Trauma Service Group along with other groups, our group agrees that it merits additional discussion at the ABC.
- h) It may be unclear who is examining the problem. Does this existing group actually address and attract marginalized ACoA's? How? It appears to be an issue in the ACOA delegate conference.
- i) Racial trauma is not an ACA matter. It is a societal issue.
- j) No, this does not need to be discussed because there is a newly formed 2023 racial trauma service group. Resources are stretched thin. No this does not need to be discussed because we have already had a representation equity accessibility committee (REA) which did not proceed forward in 2022. There
- k) This is a rewrite of the original proposal to insert systemic racism into ACA literature as a cause of dysfunction. What then becomes of personal accountability and motivation to change? This will splinter ACA.
- l) We have concerns about creating an additional (19th) committee. If the Committee to Identify Discrimination or Bias is established, we would like to see the Racial Trauma Service Group become part of it.
- m) Just stop. Really you will wreck this thing with the constant meddling
- n) While we feel this is an appropriate issue for discussion, we would not like to see an additional committee added. Rather we suggest this be included in the Racial Trauma Service Group.
- o) How is this different than the already existing committees or their scope?
- p) Understanding more, including disability
- q) We disagree that a separate committee be established for marginalized ACA Members as a compliment to the existing Racial Group. Rather, this should be a key focus area but led by the same committee.
- r) We feel it sounds valuable, but don't understand how it intends to help the fellowship. More explanation & detail of what it wants to explore would be helpful.
- s) The goal is already being worked on, according to the WSO analysis. Minority opinion is that all aspects of oppression and marginalization need to be addressed.
- t) We thought a group of voluntary members interested was a good idea.
- u) Members, not WSO carry the message. Perhaps WSO could help fund zoom. Help new meetings.



- v) Racial Trauma Service Group already exists. They offer no confirmed evidence of this alleged issue's existence. Extant committees already struggle to fill service positions. The limited resources ACA has can be better used elsewhere.
- w) This proposal was unclear & confusing to us all, particularly after our IGR attended the Town Hall. With one Yay and one Nay and 6 abstentions, we could not reach a clear decision here.
- x) This proposal provides no evidence to support its claim that a serious problem affecting ACA as a whole exists and that this proposal would solve that problem.
- y) All adult children need to feel safe in meetings. Just like dysfunction, discrimination is learned in the home.
- z) Already being addressed by existing committees
- aa) Isn't that a core purpose of ACA?



7th Tradition Contributions in 2023 by Month

CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
AC0837	68.00												68.00
AC1528						50.00							50.00
Afghanistan Anonymous									10.42	5.59	57.45		73.46
AK Anonymous		25.87			102.56			400.00					528.43
AK00024								12.58					12.58
AL Anonymous		10.53		10.53	10.53	10.53	10.53	51.43	10.53				114.61
AL0025				500.00									500.00
AL025									600.00				600.00
Alaska Anonymous										5.00			5.00
Anonymous	2,245.35	11,316.45	7,939.26	11,233.74	4,235.23	3,167.84	6,103.76	4,233.18	2,533.91	3,270.00	5,697.79	2,089.11	64,065.62
AR Anonymous	5.42	5.42	5.42	5.42	5.42	5.42	15.95	5.42	5.42	57.22	21.18		137.71
AR0006	40.00	50.00											90.00
AR0016				25.00		150.00							175.00
Asia Anonymous	102.56												102.56
AUS0047	334.61												334.61
AUS0051			659.74										659.74
AUS0065						669.77							669.77
AUS0113			656.35										656.35
AUS0115			93.62										93.62
AUS0118		69.06											69.06
AUS0122							325.55						325.55
AUS0124				27.08									27.08
AUS051												391.98	391.98
AUS061			90.13										90.13
Australia Anonymous		637.95	17.18	29.60	36.57	75.26	67.19	122.45	68.08	205.72	62.19	84.60	1,406.79
Austria Anonymous		168.44	20.17										188.61
AUT0004		233.64											233.64
AZ Anonymous	67.35	1,216.36	144.38	216.03	116.93	96.93	216.93	1,225.87	216.87	36.06	10.00	572.83	4,136.54



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
AZ0021						10.53							10.53
AZ0073		76.99											76.99
AZ0082							234.00						234.00
AZ0096	25.87												25.87
AZ0100				45.97									45.97
AZ0110		36.40											36.40
AZ0125					125.00								125.00
AZ0129							255.93						255.93
AZ0132	10.00							4.15	10.00	10.00	10.00	10.00	54.15
AZ0135					125.00								125.00
AZ0146										70.40		31.60	102.00
AZ0147				88.09	62.91		38.47			40.62			230.09
AZ-0147								10.53					10.53
AZ0148	153.68												153.68
AZ0150		76.99							76.99				153.98
AZ0153					150.00								150.00
AZ0159								60.00	60.00		120.00		240.00
AZ0166										323.00			323.00
AZ0170											51.43		51.43
AZ0173					102.56		48.00			41.21			191.77
AZ073									76.99				76.99
AZ083									143.46				143.46
AZ100										158.16			158.16
AZ105											112.37		112.37
AZO137										165.20			165.20
BEL0006		161.38											161.38
Belgium Anonymous								20.76	5.10			11.46	37.32
CA Anonymous	5,009.66	2,903.84	3,622.38	3,143.02	1,954.36	2,453.96	2,204.14	4,137.69	1,340.06	1,084.79	2,021.21	4,044.11	33,919.22
CA0012		50.00		5.00		5.00							60.00
CA0044		50.00				50.00							100.00



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
CA01431				1.33									1.33
CA0218	459.46					25.00	102.56						587.02
CA0428			162.00										162.00
CA044												51.43	51.43
CA0612	51.43												51.43
CA0837		51.00	162.43		155.40		186.00						554.83
CA0886				21.00									21.00
CA0920			161.00										161.00
CA0931	52.63												52.63
CA0940				75.00			100.00						175.00
CA0959	100.00												100.00
CA0961			40.00			63.00							103.00
CA0988		89.65											89.65
CA0993			100.00			150.00	28.00						278.00
CA0994		165.00											165.00
CA1009			700.00				20.00			63.29			783.29
CA1019		144.19											144.19
CA1020		100.00										159.51	259.51
CA1024			325.46								179.08		504.54
CA1030								25.00					25.00
CA1031				20.00									20.00
CA1040								7.33					7.33
CA1042					50.15								50.15
CA1045												517.00	517.00
CA1047		150.00									10.00		160.00
CA1089	33.00	6.00				100.00							139.00
CA109								20.00					20.00
CA1093							254.50						254.50
CA1100											50.00		50.00
CA1106							71.10						71.10



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
CA1115			10.00	10.00	10.00								30.00
CA1123	120.00			80.00				162.50					362.50
CA1144	61.43	103.48	103.48	76.43	25.87	36.09		61.66	180.48		51.43	25.87	726.22
CA1145			100.00										100.00
CA1148								150.00					150.00
CA1162	250.00												250.00
CA1168								33.00	100.00				133.00
CA1178		385.00											385.00
CA1179					50.00	6.00					50.00		106.00
CA1180		51.43	270.32		51.43	25.87		10.00	25.87		51.43	25.87	512.22
CA1182							2.00						2.00
CA1188					351.00								351.00
CA1193											51.43		51.43
CA1218			100.00		300.00			90.00					490.00
CA1254	25.87												25.87
CA1263	159.92			10.00									169.92
CA1264							100.00						100.00
CA1267	100.00				150.00			52.49			200.00		502.49
CA1272			222.10										222.10
CA-1276					255.93								255.93
CA1283			31.29			55.00		47.70					133.99
CA1296			25.00										25.00
CA1309					204.81								204.81
CA1310	1.33											3.00	4.33
CA1312	30.00												30.00
CA1313		25.87											25.87
CA1314									40.00				40.00
CA1331		3.00	45.00	15.00	20.00		20.00		20.00				123.00
CA1338	10.00												10.00
CA1354		50.00											50.00



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
CA1358				2.00									2.00
CA1361		40.00										70.00	110.00
CA1367	25.00	20.76					10.00						55.76
CA1374			20.01			5.42							25.43
CA1388			33.03					10.53					43.56
CA1393		511.55							390.83				902.38
CA1398						10.53							10.53
CA1400									100.00				100.00
CA1402				26.20									26.20
CA1404	44.59							86.50					131.09
CA1407	80.40										52.00		132.40
CA1410			20.76										20.76
CA1416	25.87												25.87
CA1421	80.00						60.00		40.00				180.00
CA1431			102.56										102.56
CA1449		900.00		200.00	200.00	200.00			200.00				1,700.00
CA1458			400.00					10.53				307.06	717.59
CA1462						174.13							174.13
CA1464							112.78			181.29			294.07
CA1467		74.25			59.36		48.69	54.03	48.00		193.31		477.64
CA1472											170.86		170.86
CA1474		102.56											102.56
CA1486			180.00									86.00	266.00
CA1490				21.00									21.00
CA1492	258.00		370.96										628.96
CA-1492												150.92	150.92
CA1495		119.60	24.20			30.49				43.82			218.11
CA1501	33.81		76.93	69.60	37.25	15.07	30.64	20.44	135.41	43.16	5.36	16.74	484.41
CA1506	30.42											19.98	50.40
CA1507												409.00	409.00



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
CA1511			200.00										200.00
CA1513			20.00										20.00
CA1515		3.99											3.99
CA1523	57.80			35.74	30.00	56.00		37.61					217.15
CA1528											150.00		150.00
CA1533					240.00							378.00	618.00
CA1535			121.67			18.69							140.36
CA1537								40.00					40.00
CA1538			75.00									280.00	355.00
CA1542		57.00											57.00
CA1545								22.00					22.00
CA1549											72.19	39.00	111.19
CA1555				301.00				214.00					515.00
CA1562					30.00					30.00			60.00
CA1563											800.00		800.00
CA1564				307.06									307.06
CA1567								250.00					250.00
CA1569						135.00		75.00					210.00
CA1574												15.64	15.64
CA218									25.00	10.53		200.00	235.53
CA428									150.00				150.00
CA612									12.58	12.58		12.58	37.74
CA719												180.00	180.00
CA837		25.87						85.03					110.90
CA920								185.17					185.17
CA931												72.75	72.75
CA933								2.00					2.00
CA940										250.00			250.00
CA959									4.70	2.00	1.33		8.03
CA961										76.80			76.80



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
CA988								59.54					59.54
CA993								22.00	216.35	37.00	32.00	22.00	329.35
CAN0031		73.07											73.07
CAN0141					141.48		189.89						331.37
CAN0174			136.45										136.45
CAN0289		191.65											191.65
CAN0306		366.09											366.09
CAN0311	23.86	327.89											351.75
CAN0312	68.92						289.84						358.76
CAN0318		109.82					2,668.56						2,778.38
CAN0332	107.69												107.69
CAN0352		76.99									102.56		179.55
CAN0357	101.08												101.08
CAN0358	145.22		144.00										289.22
CAN0359		36.61											36.61
CAN0361		354.25											354.25
CAN0366								10.33					10.33
CAN0375		418.65	340.39				49.91						808.95
CAN0389						95.80						97.42	193.22
CAN0392										35.62			35.62
CAN0394	23.76												23.76
CAN0396								22.67					22.67
CAN0402			69.53										69.53
CAN141											80.27		80.27
CAN312											211.12		211.12
Canada Anonymous	245.80	758.53	676.39	393.43	181.21	257.88	2,341.02	930.19	1,548.81	591.75	834.43	741.48	9,500.92
Caribbean Anonymous								31.11					31.11
CO Anonymous	120.53	411.73	250.02	431.28	817.31	236.07	229.88	415.79	246.58	419.01	88.06	385.57	4,051.83
CO0035	300.00												300.00
CO0039			255.93				94.38						350.31



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
CO0043		76.99											76.99
CO0045	88.43					144.67							233.10
CO0046		63.70		25.00									88.70
CO0052	310.00												310.00
CO0057		185.00											185.00
CO0061									10.00	10.00	10.00	10.00	40.00
CO0070					37.50			41.25			60.00		138.75
CO0074	108.66												108.66
CO0075				80.00									80.00
CO0079			21.50			25.00	132.25			127.50			306.25
CO0090				25.00							25.00		50.00
CO0091	25.00												25.00
CO0093		150.00											150.00
CO0097						100.00							100.00
CO0101				60.00				77.00		52.00		54.00	243.00
CO0113										303.99			303.99
CO0115					37.50			50.04			60.00		147.54
CO0125								10.00					10.00
CO043												95.41	95.41
CO045				140.74						214.97	10.00	10.00	375.71
CO049												41.21	41.21
CO090							50.00						50.00
Costa Rica Anonymous				25.00		10.53							35.53
CT Anonymous	30.00	270.76	113.00	150.00	40.00	142.70	112.56	25.00	20.00	30.00	60.00	10.00	1,004.02
CT0044			150.00										150.00
CT0051	41.21		102.56		102.56	70.00							316.33
CT0057				22.00									22.00
CT0080				75.00									75.00
CT0095				113.00									113.00
CT0096		121.00					40.00						161.00



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
CT0102		50.00											50.00
CT01087	33.03												33.03
CT0112		50.00				120.00							170.00
CT0127					45.00	29.00							74.00
CT0132							123.00						123.00
CT0141												115.50	115.50
CT051								75.00					75.00
CT057								34.00		30.00			64.00
CT087					85.00				55.00				140.00
CT095									54.50		10.50		65.00
CT102												44.00	44.00
CT112												120.00	120.00
CT118												80.00	80.00
CT119									37.50				37.50
DC Anonymous		146.43	10.00	10.00	35.87	35.87	15.42	36.00	15.42	15.42	271.35	15.95	607.73
DC0008			158.45		220.20	50.00							428.65
DC0021							36.50			40.00			76.50
DC009										300.00			300.00
DE Anonymous	35.00	198.96	45.53	70.00	45.53	45.00	35.00	35.00	35.00	35.00	112.30	85.00	777.32
DE006							219.00						219.00
Denmark Anonymous				40.48	8.42		8.41	51.43	8.20	8.11			125.05
DEU0001	107.79												107.79
DEU0011			49.10										49.10
DEU0012	108.41												108.41
DEU0014									121.91				121.91
DEU0015						23.80							23.80
FIN0010					210.14								210.14
FIN0052												229.98	229.98
Finland Anonymous		5.60		21.39					13.20			163.65	203.84
FL Ann								8.85					8.85



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
FL Anonymous	264.51	1,184.95	1,035.26	312.81	425.52	885.20	286.33	460.96	724.89	839.44	814.60	5,474.44	12,708.91
FL0103		200.00											200.00
FL0134	10.84	5.42	2.35	10.84	20.84	5.42							55.71
FL0140			25.00										25.00
FL0159	100.00			100.00									200.00
FL0167		310.89											310.89
FL0170		204.81		153.68									358.49
FL0173		100.00				70.19	175.00						345.19
FL0181		100.00											100.00
FL0189			75.00										75.00
FL0198	30.98												30.98
FL0208					200.00		100.00						300.00
FL0209		153.68	225.00			120.00							498.68
FL0215			143.46										143.46
FL0230	10.53	299.90							10.53	10.53	10.53	10.53	352.55
FL0251			100.00			36.09					50.00		186.09
FL0256		102.56			51.43						51.43		205.42
FL0262	106.00												106.00
FL0282		50.00											50.00
FL0285		51.43		51.43		51.43							154.29
FL0286		51.43			51.43			18.94					121.80
FL0287				100.00									100.00
FL0291						50.00							50.00
FL0292		20.00		136.00									156.00
FL0317				200.00								100.00	300.00
FL0333				300.00									300.00
FL0342		200.00										130.00	330.00
FL0344	100.00		200.00		125.00		132.00	120.00			200.00		877.00
FL0346			104.00				94.20					222.00	420.20
FL0351						75.00							75.00



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
FL0352		84.00											84.00
FL0354				100.00				100.00					200.00
FL0355		10.00			10.00								20.00
FL0366		20.76							51.52				72.28
FL0368						23.82							23.82
FL0369			7.00										7.00
FL0376		51.43										69.00	120.43
FL0377						50.00		50.00			62.80		162.80
FL0633						70.20							70.20
FL0826											92.33		92.33
FL134									15.60		5.60	11.20	32.40
FL159										100.00			100.00
FL170												250.00	250.00
FL173												100.00	100.00
FL198									30.98	30.98		30.98	92.94
FL209									150.00			204.81	354.81
FL218								6.77					6.77
France Anonymous	32.88	7.62	69.75	7.80		37.17	17.62	11.19	10.95	10.73	58.28	62.50	326.49
GA Anonymous	77.99	159.22	430.79	81.40	46.40	146.40	630.53	46.40	49.96	141.29	77.38	20.53	1,908.29
GA0020		347.96											347.96
GA0021		262.80			714.79								977.59
GA0030			229.00				122.00						351.00
GA0034			307.06										307.06
GA0041								100.00	20.53	20.53	20.53	20.53	182.12
GA0047				30.00							125.00		155.00
GA0053										102.56			102.56
GA0055								70.00		59.22		87.00	216.22
GA0055i								38.00					38.00
GA0062								70.00					70.00
GA0064		50.00						10.00	76.00			100.00	236.00



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
GA0067	224.68						80.00	84.00	226.40				615.08
GA0068							62.00						62.00
GA0071						100.00							100.00
GA0075												55.00	55.00
GA020												102.56	102.56
GA021												10.53	10.53
GA030									73.00			146.00	219.00
GBR0005	113.05												113.05
GBR0008					60.68								60.68
GBR0016	10.26		25.53					14.85	2.00			63.74	116.38
GER0019							28.06						28.06
GER0026						161.74						86.05	247.79
GER0029		150.11						108.45	106.85				365.41
Germany Anonymous	31.65	251.10	53.98	159.97	309.16	89.87	157.25	204.94	70.30	112.33	18.97	318.94	1,778.46
GRC0005		5.26											5.26
Greece Anonymous		213.47				118.30			103.82				435.59
HI Anonymous			100.00	51.43	138.45	51.43		51.43	51.43	51.43	51.43	51.43	598.46
HI0010	100.00												100.00
HI0020						250.00							250.00
HI0039												15.00	15.00
HI010									102.56				102.56
HI020								3.99				125.00	128.99
IA Anonymous												25.00	25.00
IA0029		25.00	100.00		25.87								150.87
IA0031			511.55										511.55
IA0033			50.00										50.00
IA029									25.00		106.00		131.00
IA031										102.56			102.56
ID Anonymous	68.51	51.51	41.51	41.51	41.51	62.04	52.04	88.44	31.06	41.59	31.06	31.06	581.84
IG0009	262.98												262.98



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
IG0012		10.53											10.53
IG0021		5.42	5.42	5.42	5.42								21.68
IG0030							102.56						102.56
IG00523					100.00								100.00
IG0056		500.00											500.00
IG0057	19.00		80.00										99.00
IG00583					561.09								561.09
IG0070	56.29	87.83											144.12
IG0086		5.42	5.42		10.84								21.68
IG009								10.53				994.81	1,005.34
IG0100	50.00												50.00
IG0115		25.87											25.87
IG0118			275.00										275.00
IG0124			74.63										74.63
IG0172		240.00											240.00
IG0176		50.00											50.00
IG0185		10.00											10.00
IG0223		50.00											50.00
IG0253		25.87											25.87
IG0530	620.70	596.93	611.33	624.92	619.74								3,073.62
IG0558			77.30										77.30
IG0569	484.89												484.89
IG0583					509.77								509.77
IG0584					252.73								252.73
IG0595		25.87											25.87
IG0598	504.16				85.75								589.91
IG0599	10.53		16.67										27.20
IG0604	611.45												611.45
IG0610							2,500.00						2,500.00
IG0614	19.98												19.98



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
IG0623							10.00						10.00
IG0624					607.08								607.08
IG0630	2,010.00		800.00			500.00	254.50						3,564.50
IG0634			10.53		215.60								226.13
IG0640	230.68												230.68
IG0644		200.00		46.17									246.17
IG0648	51.43	25.87											77.30
IG0650		1,000.00			500.00								1,500.00
IG0651			80.00										80.00
IG0653							79.17						79.17
IG0654	25.87		1,000.00										1,025.87
IG0655				300.00									300.00
IG0659			27.04	46.19									73.23
IG0673		100.88											100.88
IG0675				30.00									30.00
IG0715	960.00												960.00
IG0721		123.09											123.09
IG0728	100.00	9.44	250.00										359.44
IG0885	36.40	94.87	51.74		25.87								208.88
IG0938	25.87												25.87
IG1033						101.27							101.27
IG1046			25.42	51.43									76.85
IG1122						25.87							25.87
IG1182	51.43		20.00										71.43
IG1263				255.93									255.93
IG1267							100.00						100.00
IG1276		102.56											102.56
IG1438					125.00								125.00
IG1460	6.00												6.00
IG1488					125.00								125.00



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
IG1545	30.00	25.00	38.00		9.00	14.00							116.00
IG44									30.00				30.00
IG558									510.65				510.65
IG56									255.93				255.93
IG589									10.53	10.53	10.53	10.53	42.12
IG599									250.00				250.00
IG605										705.32			705.32
IG610										10.00		10.00	20.00
IG613												1,957.14	1,957.14
IG625											200.00		200.00
IG627									658.70				658.70
IG630										890.00		30.00	920.00
IG632									25.35				25.35
IG640												44.00	44.00
IG648									25.87	25.87	25.87	25.87	103.48
IG659						108.45		109.67					218.12
IG664										250.00			250.00
IG718								5.42					5.42
IG721									39.89	17.42	17.42	40.22	114.95
IG723										423.26		4,948.33	5,371.59
IG9									1,000.00				1,000.00
IL Anonymous	167.41	310.72	353.81	1,555.49	159.89	210.60	54.78	310.94	124.02	49.02	369.13	91.56	3,757.37
IL0005	12.93	20.00				20.00							52.93
IL0070							75.00						75.00
IL0139		41.21	36.09		36.09	41.21							154.60
IL0147			51.43				51.43						102.86
IL0164			307.06										307.06
IL0191						100.00	75.00						175.00
IL0193	12.94												12.94
IL0202		25.00	50.00										75.00



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
IL0203	25.87		30.98										56.85
IL0206	200.00												200.00
IL0208			47.25										47.25
IL0212			37.12	5.00	15.00								57.12
IL0230		61.66						60.00			76.99		198.65
IL0234											150.00		150.00
IL02345								51.43					51.43
IL0237												50.00	50.00
IL0239									90.00				90.00
IL0250					65.00								65.00
IL0257		25.87											25.87
IL0259	30.00				259.00								289.00
IL0269	60.00								200.00				260.00
IL0276								50.00				103.32	153.32
IL130								200.00					200.00
IL139								25.00	51.43		51.43	41.21	169.07
IL147												51.43	51.43
IL172										240.00	240.00		480.00
IL191										100.00			100.00
IL193										20.00			20.00
IL203									30.98			30.98	61.96
IL208											70.00		70.00
IL212									52.12			37.12	89.24
IL224									50.00				50.00
IL2345						102.56							102.56
IN Anonymous		75.00											75.00
IN Anonymous	129.56	322.56	497.14	213.09	153.09	123.62	113.09	15.46		10.00	41.33	1,476.87	3,095.81
IN0063							120.00						120.00
IN0075			165.68				310.80						476.48
IN0078			100.00				88.00			57.90	42.40	46.40	334.70



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
IN0090			69.50		65.00			100.00				100.40	334.90
IN0093		156.48						138.61				66.83	361.92
IN0095			50.00					42.00					92.00
IN0099	25.00			25.00									50.00
IN0102								10.00					10.00
IN0105					51.43								51.43
IN063											72.00		72.00
IN075												141.91	141.91
India Anonymous							5.42						5.42
India Anonymous						5.42							5.42
Indonesia Anonymous						5.77							5.77
Ireland Anonymous	9.47		6.01	10.30	98.00		40.00	5.36	20.39	10.45			199.98
Israel Anonymous			26.00				5.00						31.00
ITA0020										241.03			241.03
Italy Anonymous		24.79		85.76									110.55
Japan Anonymous			67.88	5.42	5.42	5.42	5.42	5.42	5.42	5.42	8.65		114.47
JPN0027							192.24						192.24
KS Anonymous	32.00			10.53				25.00		10.53	10.53	12.53	101.12
KS0020	127.00	300.00				136.00							563.00
KS0026		51.15									185.00		236.15
KY Anonymous		61.96								20.00	20.00	170.00	271.96
KY0021		51.43											51.43
KY0022		51.43											51.43
KY0023		200.00					133.40						333.40
KY0024		200.00					133.30						333.30
KY0025		200.00					133.30						333.30
KY0034		20.76								76.99			97.75
KY017											100.00		100.00
LA Anonymous	51.43	77.30	51.43	56.43	51.43	58.49	51.43	55.53		50.00	103.30		606.77
LA0036					200.00								200.00



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
LA0038						400.00							400.00
LA0042		25.00											25.00
LA0044									200.00				200.00
Lithuania Anonymous		1.07						50.00					51.07
LN0090						100.00							100.00
M0115							160.26						160.26
MA Annymous												124.88	124.88
MA Anonymous	225.37	687.78	680.49	312.53	170.67	243.42	327.65	379.24	128.05	117.35	305.30	613.98	4,191.83
MA0028	312.48					102.56							415.04
MA0035					200.00								200.00
MA0047			300.00			115.00							415.00
MA0048			10.00										10.00
MA0056							125.00						125.00
MA0058				76.99									76.99
MA0061		40.53											40.53
MA0062		76.99											76.99
MA0075	51.43												51.43
MA0076										102.56			102.56
MA0078					10.00		35.00			20.00			65.00
MA0082					60.00								60.00
MA0098	204.81					200.00							404.81
MA0102		194.00											194.00
MA0106	50.00			100.00									150.00
MA030											306.59		306.59
MA035									10.53	10.53	10.53	60.53	92.12
MA036											155.45		155.45
MA058												102.56	102.56
MA064								150.00					150.00
Malta Anonymous							5.84					5.84	11.68
MD Anonymous	107.14	807.18	532.37	414.09	210.39	264.42	118.25	1,487.71	83.14	375.89	300.12	634.88	5,335.58



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
MD0034	51.43	25.00	266.16										342.59
MD0040		10.53											10.53
MD0065			100.00										100.00
MD0075								200.00			273.00		473.00
MD0080									31.25				31.25
MD018								75.00					75.00
MD034												51.43	51.43
MD040								25.00			152.86		177.86
ME Anonymous	5,007.00	418.99	671.55	56.29	50.00	25.00	1,000.00	15.64	10.70	15.64	63.21	26.25	7,360.27
ME0022		60.00											60.00
ME0039								100.00					100.00
ME0042	255.93			30.00									285.93
ME0044			50.00										50.00
ME0047	10.53												10.53
ME0048								10.53					10.53
MEX0042	25.00	40.00	55.87	48.45	55.30	57.21	45.87	30.98	27.76	34.48	33.49	30.91	485.32
MEX0442								9.08					9.08
Mexico Anonymous	79.46		10.00	85.44		25.87	111.97	25.00	1.13	25.87			364.74
MI Anonymous	75.95	717.89	127.38	35.95	35.95	35.95	35.95	171.82	141.06	56.06	252.99	1,294.45	2,981.40
MI0054	51.43	100.00											151.43
MI0055	25.00												25.00
MI0115				141.82									141.82
MI0157		25.87											25.87
MI0166		43.50											43.50
MI0171	39.00			17.00			21.00				40.00		117.00
MI0173		100.00											100.00
MI0177			250.00										250.00
MI0192					35.00			91.00					126.00
MI078										100.00			100.00
MI107										100.00			100.00



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
MI115										153.62			153.62
MI146										0.01			0.01
MN Anonymous	496.54	350.15	36.40	197.30	41.06	110.07	236.42	25.87	96.17	245.67	62.71	676.30	2,574.66
MN0089	200.00			400.00									600.00
MN0096			153.00				65.00						218.00
MN0100					280.00								280.00
MN0115	310.53				80.06								390.59
MN0126							76.99						76.99
MN0135		41.47				23.14							64.61
MN0142		200.00											200.00
MN0143		86.00			43.00								129.00
MN0154		100.00		150.00				125.00			150.00		525.00
MN0174											150.00		150.00
MN0179		120.00											120.00
MN0180												25.87	25.87
MN0813												103.00	103.00
MN096											65.00		65.00
MN100										262.00			262.00
MN105												102.56	102.56
MN1115			10.00										10.00
MN115								70.37	49.07				119.44
MN135								25.87			23.00		48.87
MN143								2.35					2.35
MN885												51.43	51.43
MO Anonymous	134.56	328.99	210.93	264.32	112.56	278.21	10.00	177.30	102.43	135.87	71.74	10.00	1,836.91
MO0002						23.08							23.08
MO0012						46.32							46.32
MO0030							50.00						50.00
MO0036					100.00		179.00						279.00
MO0037									146.50				146.50



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
MO0038					294.79		111.76			162.27			568.82
MO0047						23.08			109.75				132.83
MO0049										71.88			71.88
MO0051	100.00									100.00			200.00
MO0057	93.50						147.00			133.00			373.50
MO0061	10.00												10.00
MO0067							200.00						200.00
MO0071		100.00											100.00
MO0076						225.00							225.00
MO0604						23.09							23.09
MS Anonymous		76.43				5.42	5.42	5.42	5.42	5.42	5.42	5.42	114.37
MT Anonymous		130.00	70.76			102.56			92.00	7.00	51.43		453.75
MT0022		300.00									140.00		440.00
MT0032			50.00										50.00
MT0034		180.00				4.00							184.00
MT0039		100.00											100.00
MT0041	25.00		125.00		50.00			50.00		50.00			300.00
MT0098						100.00							100.00
MT026												100.00	100.00
MX0042										9.81			9.81
NC Anonymous	833.82	733.68	608.75	198.75	178.30	508.75	773.40	227.38	706.21	204.91	170.67	1,163.91	6,308.53
NC0012	90.00			90.00			50.00						230.00
NC0015									137.00				137.00
NC0053					100.00								100.00
NC0061				500.00									500.00
NC0067									200.00				200.00
NC0080		55.31							111.61				166.92
NC0082			600.00										600.00
NC0085	42.00			200.00			72.00		108.00				422.00
NC0103										50.00			50.00



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
NC0106			50.00										50.00
NC0107	102.56												102.56
NC0113		118.71				150.00				200.00			468.71
NC0114				63.00			65.88						128.88
NC0115	7.46									55.00			62.46
NC012										90.00			90.00
NC044												234.00	234.00
NC061									20.76				20.76
ND Anonymous				25.00	51.43								76.43
ND0019				20.00						87.22			107.22
NE Anonymous		25.87						26.01		20.91			72.79
NET0019		147.00											147.00
Netherlands Anonymous	195.96		10.00		8.91						10.41		225.28
New Zealand Anonymous		50.12		147.06	12.72	162.77					25.37		398.04
NH Anonymous		171.27	56.43	15.00				91.58	175.87	425.89	25.87	51.88	1,013.79
NH0007		60.00											60.00
NH0009		25.87										25.87	51.74
NH0013			269.01				313.00				67.00		649.01
NH0014	51.43	51.43											102.86
NH0017			174.00					200.00					374.00
NH0018	50.00					50.00							100.00
NH007								10.53				50.00	60.53
NH017												50.00	50.00
NJ Anonymous	247.98	158.59	258.28	442.26	220.28	213.45	184.50	264.10	76.85	179.37	252.25	1,141.65	3,639.56
NJ0127		100.00				50.00							150.00
NJ0142		55.00		7.46			7.46						69.92
NJ0145					100.00								100.00
NJ0147			50.00					47.63					97.63
NJ0148								218.80					218.80
NJ0158										50.00			50.00



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
NJ0168				46.16									46.16
NJ0169			100.00								100.00		200.00
NJ0174	10.00	10.00											20.00
NJ0183		50.00									50.00		100.00
NJ0186							51.43						51.43
NJ0189												97.67	97.67
NL Anonymous						6.68							6.68
NL0009	40.34				51.22								91.56
NL0010						42.80							42.80
NM Anonymous	348.03	161.96	197.92	142.38	127.96	61.96	127.96	21.06	15.46	86.70	23.70	213.82	1,528.91
NM0015	273.00												273.00
NM0020			153.68										153.68
NM0033	51.43												51.43
NM0045		82.11			71.88	58.08			72.60	8.33	140.33	8.33	441.66
NM0049		429.75							136.42				566.17
NM0051				100.00								50.00	150.00
NM0055	490.53								10.53	10.53	10.53	10.53	532.65
NM0058			100.00										100.00
NM033									8.33	8.33	8.33	8.33	33.32
NM034									613.80				613.80
NM0600					70.00								70.00
NOR0034			471.00										471.00
Norway Anonymous		668.26			14.33		345.67	1,600.00			34.39		2,662.65
NV Anonymous	276.77	20.53	46.40	30.76	35.00	531.55	10.00	36.40	30.76	30.76	20.53	54.37	1,123.83
NV0024				100.00			100.00						200.00
NV0038			102.56		102.56								205.12
NV0056			75.00										75.00
NV0062		184.00			115.00								299.00
NV0064		1,000.00									600.14		1,600.14
NV0072									125.00			285.00	410.00



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
NV0076					51.43	133.23							184.66
NV0077											170.00		170.00
NV0127					40.00								40.00
NV038											255.93		255.93
NV067										238.00			238.00
NY Anonymous	986.72	1,606.43	1,908.06	917.26	247.56	276.79	519.05	642.51	523.41	1,499.43	483.34	11,568.41	21,178.97
NY0080							300.00						300.00
NY0082				60.00									60.00
NY0083						80.00							80.00
NY0109	128.73			146.01									274.74
NY0135				208.90									208.90
NY0146												404.26	404.26
NY0151									90.00				90.00
NY0154											65.00		65.00
NY0156		322.20											322.20
NY0157							41.21			66.77			107.98
NY0160					25.00		25.00						50.00
NY0172			2.00										2.00
NY0175					41.21								41.21
NY0176	61.12						260.40						321.52
NY0200										300.00			300.00
NY0207			681.00										681.00
NY0212					500.00								500.00
NY0213			48.29	35.17			24.50			10.53	10.53		129.02
NY0214				64.00								63.00	127.00
NY0217											500.00		500.00
NY0220		51.43			51.43			20.76				102.56	226.18
NY0223	8.00		11.40		40.80								60.20
NY0236							363.00				100.00		463.00
NY0241		25.00		55.00		66.00							146.00



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
NY0242						10.53	10.00	2.54					23.07
NY0246		50.00		25.00								50.00	125.00
NY0247	26.50	23.25	12.00	14.00	15.00	13.50	13.00	15.00	17.00		13.50	30.00	192.75
NY0257		25.00											25.00
NY0258	102.56												102.56
NY0260						76.99							76.99
NY0262		168.17											168.17
NY0268												100.00	100.00
NY098												200.20	200.20
NY109												357.00	357.00
NY118									20.76	20.76	20.76	236.76	299.04
NY135								185.62		55.78			241.40
NZL0009		306.14			249.72					171.27			727.13
OH Anonymous	91.43	65.95	38.75	2,026.17	136.40	176.87	10.53	27.50	10.53		25.87	25.87	2,635.87
OH0045	51.43		51.43										102.86
OH0046						63.78							63.78
OH0055			25.00		35.00								60.00
OH0068		242.99											242.99
OH0069		243.00											243.00
OH0072				150.00			50.00						200.00
OH0078				150.00			50.00						200.00
OH0090		179.24											179.24
OH0094		119.60			73.00	114.00							306.60
OH045								15.00		128.12			143.12
OH055												30.00	30.00
OH059									66.40				66.40
OH073									200.00				200.00
OH5080		74.01		8.00									82.01
OH5086			24.00										24.00
OK Anonymous		50.76	418.18	61.43	10.00	10.00	50.53	20.00	10.53	10.53	800.53	332.92	1,775.41



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
OK0054		54.00											54.00
OK0058	30.00								30.00	30.00	30.00	30.00	150.00
OK025										102.53			102.53
OK5004							40.30						40.30
OR Anonymous	76.16	232.97	727.33	235.65	203.39	278.19	97.52	76.29	49.76	34.76	238.81	448.93	2,699.76
OR Anonyous						10.00							10.00
OR0090					7.00								7.00
OR0095			40.00										40.00
OR0096					80.00								80.00
OR0124									92.51	67.31		94.13	253.95
OR0128	96.80												96.80
OR0153	96.80												96.80
OR0154					51.43		16.67						68.10
OR0159			25.87										25.87
OR0163										3.00			3.00
OR090												308.26	308.26
OR113										3.00			3.00
PA Anonymous	300.86	606.71	403.37	162.51	301.92	162.89	236.91	391.46	256.80	169.30	122.24	212.18	3,327.15
PA0078	23.10												23.10
PA0080	51.43												51.43
PA0089	153.00												153.00
PA0090	25.87												25.87
PA0102							10.53						10.53
PA0103							2.00						2.00
PA0104							5.00						5.00
PA0105	70.99	80.64	37.00	124.00	148.00	10.00	8.00						478.63
PA0123		807.00	10.00	46.00	4.00	6.00	1,004.00						1,877.00
PA0125	85.00												85.00
PA0127		100.00											100.00
PA0129		162.40											162.40



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
PA0131			16.67										16.67
PA0144		51.43			25.87						13.73		91.03
PA0161			16.66										16.66
PA0167				40.00									40.00
PA0170		204.81			21.78								226.59
PA0173							90.00		94.00				184.00
PA0174		5.00		2.00	2.00	27.00	4.00	2.00			100.00		142.00
PA041										81.90			81.90
PA0623							10.00						10.00
PA078									10.53		10.53	10.53	31.59
PA103								2.00					2.00
PA105								34.64	62.92	57.40	81.40	45.87	282.23
PA123								2.00	2.00	6.00	2.00	2.00	14.00
PA125									83.20			117.90	201.10
PA127								100.00					100.00
PA131									15.64		15.64	15.64	46.92
Poland Anonymous		6.08						14.45				31.91	52.44
Portugal Anonymous											5.60		5.60
Puerto Rico Anonymous		5.00	5.00	5.00	5.00	20.00		9.83	5.00	5.00	5.00	5.00	69.83
Region 2		51.43										13.03	64.46
Region 5	130.00		130.00	130.00	155.87	130.00	130.00		130.00	100.00	130.00	130.00	1,295.87
RI Anonymous	20.00	31.00	20.00	10.53	30.53		10.53	10.53	10.53	10.53	85.53	10.53	250.24
RI0017										20.00		20.00	40.00
RI0020			30.00									20.00	50.00
RI0025					73.00					100.00			173.00
Russia Anonymous								25.00		364.37			389.37
SC Anonymous	108.00	533.00	110.56	121.09	363.00		10.00			230.00	126.00	295.72	1,897.37
SC0020		100.00		100.00	120.00		120.00						440.00
SC0028									30.00				30.00
SC0030			112.55										112.55



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
SC0108				175.00									175.00
SC018								100.00					100.00
SC020								60.00		60.00		120.00	240.00
Scotland Anonymous			224.79										224.79
SD Anonymous		15.00	40.00	15.00	15.00	15.00							100.00
SD0002		20.00											20.00
Singapore Anonymous			51.43			50.00					25.00		126.43
Spain Anonymous		4.95	64.19		32.01	34.25	16.14	3.75		9.81	10.00	16.53	191.63
SWE0023					49.15								49.15
SWE0116							90.14						90.14
SWE0158												116.94	116.94
SWE063											33.60	28.93	62.53
SWE116												201.00	201.00
Sweden Anonymous	154.25	30.83	423.00	28.10	444.71		65.62	10.31	266.30	95.43	76.89	10.21	1,605.65
Sweden Telephone								35.35			144.03		179.38
SWI001						530.04							530.04
Switzerland Anonymous				10.53	10.53	10.53	6.44		10.61		10.61		59.25
Taiwan Anonymous							5.00						5.00
TEL0023	25.00	25.00	25.00	25.00	25.00	25.00	25.00						175.00
TEL0050	10.00												10.00
TEL0109		50.00	100.00		50.00	3.84							203.84
TEL0150	14.00				25.00								39.00
TEL0151		127.56	51.43	25.00			76.99	40.00					320.98
TEL0176	45.00	1,535.00	30.00	20.00	10.00	13.85	10.00						1,663.85
TEL023								25.00	25.00	25.00	25.00		100.00
TEL0272	5.00	30.87	5.00	20.00	35.00	65.00	5.00	5.00					170.87
TEL0321	30.00												30.00
TEL0341	25.00	40.00	40.00	145.00	40.00	3.84		40.00	150.00				483.84
TEL0344	25.00	50.00			50.00	25.00		172.09			25.00		347.09
TEL0353						14.37		6.19					20.56



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
TEL0364	10.53					3.84							14.37
TEL0384		50.00		10.00	50.00	3.84		6.19					120.03
TEL0395	60.00	154.30		16.66				11.18	25.87		116.30	15.00	399.31
TEL0402	1,078.48	1,235.53		1,200.00	10.53	131.40		6.19					3,662.13
TEL0425	200.67	96.43											297.10
TEL0427								6.19					6.19
TEL046											106.36	126.15	232.51
TEL0471	24.65												24.65
TEL0472				10.00									10.00
TEL0482											13.74		13.74
TEL0513				25.87									25.87
TEL0514	5.42												5.42
TEL0522		25.00		25.00				40.00			100.00		190.00
TEL118									15.64	15.64	41.51	15.64	88.43
TEL150	5.42								8.34	23.34	18.34	18.34	73.78
TEL176								10.00	17.67	10.00	10.00	25.00	72.67
TEL272					25.00			30.00	145.98	55.98	40.98	65.98	363.92
Telephone					20.00	20.00			50.00	20.00		20.00	130.00
TELO46									5.44	5.44			10.88
THA0010	25.00												25.00
TN Anonymous	222.24	669.58	1,293.06	373.87	595.29	165.43	654.95	142.67	108.02	140.23	131.60	212.13	4,709.07
TN0028		40.00	40.00	1,521.00	40.00								1,641.00
TN0029			500.00										500.00
TN0036		409.30											409.30
TN0045						600.00							600.00
TN0075			936.17		367.74	22.48		477.51	318.34	307.00	220.00		2,649.24
TN0079		523.36	102.56			102.56							728.48
TN0085	69.86					30.00	141.81	95.01	55.87	50.73	50.77	140.77	634.82
TN0087			170.00			225.00						250.00	645.00
TN0095					279.00								279.00



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
TN0102			120.50						391.68				512.18
TN0106			500.00						500.00				1,000.00
TN0113		409.30											409.30
TN0118											150.00		150.00
TN028								40.00				40.00	80.00
TN036								25.87			521.83	12.53	560.23
TN045										63.50			63.50
TN056								216.28			239.34		455.62
TX Anonymous	243.63	266.41	1,882.42	2,788.79	2,288.29	174.76	1,321.11	471.72	2,186.12	1,855.18	3,323.71	1,688.59	18,490.73
TX0092	42.87				699.00		79.00						820.87
TX0096	10.53					88.00	74.00						172.53
TX0111				60.00			50.00						110.00
TX0117							31.00						31.00
TX0119			61.45										61.45
TX0120					280.00								280.00
TX0126			81.45										81.45
TX0145		64.62			40.00			15.25					119.87
TX0149				288.00				307.00					595.00
TX0151			158.41								161.16		319.57
TX0168						223.50							223.50
TX0172			61.46										61.46
TX0183		100.00											100.00
TX0194	80.00												80.00
TX0214	25.00									35.00			60.00
TX0216	155.00						98.00						253.00
TX0226										391.58			391.58
TX0235			100.00										100.00
TX0238								102.53					102.53
TX0239		51.43								29.96		25.74	107.13
TX0242		50.00											50.00



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
TX0245	51.43												51.43
TX0247				102.56								128.04	230.60
TX0250			15.00		30.00				15.00		15.00	15.00	90.00
TX0263												50.00	50.00
TX0264				20.00	15.64		36.40		15.64	15.64	15.64	15.64	134.60
TX0267	25.87												25.87
TX0268			150.00	245.00	38.00		140.00						573.00
TX0271											5.00	5.00	10.00
TX0277												72.00	72.00
TX0613			400.00										400.00
TX092								10.53	198.04		186.49		395.06
TX096									10.53	81.33	10.53	42.62	145.01
TX111										40.00			40.00
TX117										75.00		100.00	175.00
TX121									200.00				200.00
TX145											37.75		37.75
TX148								72.60					72.60
UK Anonymous	214.56	140.07	170.35	227.91	249.27	747.52	868.23	1,194.73	163.22	914.12	807.22	866.22	6,563.42
UK Skype									4.53	5.92	2.98	6.14	19.57
UK Zoom											303.52		303.52
United Arab Emirates Anon.												10.70	10.70
UT Anonymous	50.53	194.62	45.53	20.53	31.06	20.53	20.53	20.53	46.54	51.64	41.64	41.64	585.32
UT0029		185.09											185.09
UT0038			127.40					237.95		144.81			510.16
UT0050										250.00			250.00
VA Anonymous	10.00	556.33	605.58	343.28	586.78	62.04	385.53	191.79	317.78	303.23	293.11	448.22	4,103.67
VA0102							31.00						31.00
VA0109		209.50											209.50
VA0127			133.81										133.81
VA0131											25.87		25.87



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
VA0139				16.00					11.50				27.50
VA0140	10.00												10.00
VA0151			102.56										102.56
VA0156								77.24		33.42			110.66
VA0157		10.53											10.53
VA0159		60.00						60.00					120.00
VA0165									25.00				25.00
VA107												200.00	200.00
VA109								214.18					214.18
VI Anonymous				100.00	100.00	100.00	100.00	10.00	100.00	100.00	100.00	100.00	810.00
VT Anonymous	76.00	148.88	5.42	10.53		30.00	56.00						326.83
W10125	20.00								20.00	20.00	20.00	20.00	100.00
WA Anonymous	438.93	988.56	1,303.82	346.16	184.42	163.52	118.41	351.42	180.43	379.14	167.45	601.47	5,223.73
WA0160		250.82											250.82
WA0187								102.53					102.53
WA0190									10.00	10.00	10.00	10.00	40.00
WA0201							50.00			51.43	102.56		203.99
WA0207									337.50				337.50
WA0211		358.49		51.43									409.92
WA0216				255.93									255.93
WA0217							48.00	53.33	25.35				126.68
WA0233		58.90		56.00	84.00								198.90
WA0237		80.00											80.00
WA0243								10.53				307.06	317.59
WA0251											100.00		100.00
WEB0011	5.94				12.00	12.00	25.87						55.81
WEB0020	102.56								25.00	25.00	25.00	25.00	202.56
WEB0064			51.40							9.73			61.13
WEB0068									25.41				25.41
WEB0086	50.00			25.66									75.66



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
WEB0095	102.69											25.36	128.05
WEB0101								100.00	5.42	5.42	5.42	56.85	173.11
WEB011								12.00					12.00
WEB0111	41.21	128.43	259.39	51.43	174.64	80.67	135.87	119.95	49.22	47.53	51.09	99.05	1,238.48
WEB0112	81.85	45.27	40.00		55.76				173.96	144.15	158.62	225.42	925.03
WEB0113	7.46												7.46
WEB0116	672.27			211.63		343.67							1,227.57
WEB0120	1,088.67	200.00	502.93	606.00	19.92	2,315.77	145.00	961.00	517.99	777.99	571.98	567.99	8,275.24
WEB0121	500.00					25.00							525.00
WEB0127	9.80								20.00				29.80
WEB0140							25.00	321.60					346.60
WEB0141	10.53			25.66									36.19
WEB0146								20.00					20.00
WEB0148	22.00	12.00	12.00				12.00						58.00
WEB0151	94.77		33.03			200.00			28.22				356.02
WEB0152							465.54				350.00		815.54
WEB0164	28.72		110.44										139.16
WEB0172	36.25												36.25
WEB0174			52.80					6.15				3.58	62.53
WEB0179									10.00	10.00	10.00	20.00	50.00
WEB0181	10.53			16.67									27.20
WEB0185						200.00			130.00			235.00	565.00
WEB0188	295.66		301.66	5.00	6.00	254.00	10.00	19.46		442.85			1,334.63
WEB0193			146.88		10.00	212.13	29.94				90.32		489.27
WEB0202										10.53	10.53		21.06
WEB0207	241.53		8.37		5.00				51.43	51.43	51.43	51.43	460.62
WEB0211	168.74	129.49	70.00	52.00	166.00	115.65		166.08	26.00	54.00	127.00	92.43	1,167.39
WEB0243	10.00												10.00
WEB0245					20.00	25.00				25.00			70.00
WEB0253	5.42												5.42



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
WEB0255												800.00	800.00
WEB0269	30.95			10.31					26.61			43.71	111.58
WEB0270				25.87					10.53	10.53	10.53	20.53	77.99
WEB0280	2.00											10.34	12.34
WEB0281										100.00			100.00
WEB0287			41.21					10.53					51.74
WEB0288				80.62					10.00	10.00	10.00	45.68	156.30
WEB0292									400.00				400.00
WEB0293	90.00	50.00		100.00	30.00			25.00	25.00				320.00
WEB0294	150.00	61.80			150.00						100.00		461.80
WEB0299					125.00								125.00
WEB0300					125.00								125.00
WEB0301									36.40	10.53	10.53	20.53	77.99
WEB0302											100.00		100.00
WEB0305	52.70				51.43								104.13
WEB0310	16.62			5.87	3.10						25.87		51.46
WEB0319	6.69												6.69
WEB0321		10.53							241.96				252.49
WEB0326	40.14												40.14
WEB0331				20.00									20.00
WEB0334		100.00	100.00		200.00		150.00	50.00	100.00				700.00
WEB0335			10.00										10.00
WEB0344											75.00		75.00
WEB0350	102.56												102.56
WEB0365	10.53												10.53
WEB0371	80.00									120.00			200.00
WEB0384				6.31									6.31
WEB0386												102.53	102.53
WEB0389							221.97						221.97
WEB0392					93.56						192.98		286.54



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
WEB0394	30.00			91.21	45.17	54.96	20.76	10.53	30.53	44.51	87.52		415.19
WEB0397											5.00		5.00
WEB0398	342.15												342.15
WEB0417								238.00					238.00
WEB0428			530.68										530.68
WEB0439					51.43								51.43
WEB0440							176.04						176.04
WEB0445		25.00		25.00			38.16	75.53	50.00		50.00	100.00	363.69
WEB0446						64.27					128.17		192.44
WEB0452				189.94									189.94
WEB0456		10.30											10.30
WEB0463						150.00							150.00
WEB0467	91.46	25.00		25.00				40.00					181.46
WEB0472	10.00												10.00
WEB0473		50.00											50.00
WEB0503							2.88						2.88
WEB0504	2.00								26.01	40.00			68.01
WEB0506	25.87					23.85							49.72
WEB0507							53.32						53.32
WEB0510											26.01		26.01
WEB0513	187.16	243.45				93.85						230.06	754.52
WEB0519		150.00											150.00
WEB0531							2.00	102.56	200.00	25.87	20.76	255.93	607.12
WEB0532									6.40	6.35	6.64	6.64	26.03
WEB0536				282.68									282.68
WEB0542				16.67									16.67
WEB0547				10.53	10.00					10.00			30.53
WEB0562					357.41								357.41
WEB0579			100.00										100.00
WEB0586				23.31									23.31



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
WEB0589			25.87			10.53							36.40
WEB0594			12.53										12.53
WEB0609						5.42							5.42
WEB0611	52.12								10.00	10.00	10.00	10.00	92.12
WEB0613										3.56			3.56
WEB0619						62.42							62.42
WEB0623	29.81	107.56	151.20	10.23	10.53	1.00	2.00	30.76	46.92	128.59		10.82	529.42
WEB0638	4.40	55.87	10.53	10.53	25.00			80.49	31.29	97.25	110.25	137.47	563.08
WEB0639				25.67									25.67
WEB0644				20.76									20.76
WEB0649					176.00								176.00
WEB0653			76.99		61.66	121.42		43.12		10.00			313.19
WEB0656		156.75											156.75
WEB0658	250.00	204.81							204.81				659.62
WEB0673	27.37	50.00	99.62							204.64			381.63
WEB0675	25.00		21.06	21.06		4.34		10.00	67.99	98.10	57.46	61.46	366.47
WEB0681		716.36											716.36
WEB0682		25.87											25.87
WEB0695		120.00											120.00
WEB07006										25.87			25.87
WEB0701						25.00							25.00
WEB0702	25.87		25.87					8.49		200.00			260.23
WEB0704								5.00					5.00
WEB0706	138.43					30.00	5.00	63.00	15.46	97.68	67.74	5.46	422.77
WEB-0706									1,326.33				1,326.33
WEB0710									5.42	5.42	5.42	5.42	21.68
WEB0716		250.00	3.37										253.37
WEB0720				62.89									62.89
WEB0726									5.42	5.42	5.42	5.42	21.68
WEB0727			75.38										75.38



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
WEB0748			318.95										318.95
WEB0757	47.60	50.00											97.60
WEB0761	2.35											10.34	12.69
WEB0769	80.00												80.00
WEB0774									2.00				2.00
WEB0775											138.34		138.34
WEB0792										25.87			25.87
WEB0793								1,000.00		50.00	50.00		1,100.00
WEB0797								61.52					61.52
WEB0807												25.87	25.87
WEB0809								6.48					6.48
WEB0814								2.47					2.47
WEB0822	217.76								200.00		36.40		454.16
WEB0826		403.80		1.00	4.00	3.00	1.00						412.80
WEB0829											155.00		155.00
WEB0831											10.53	10.53	21.06
WEB0858											22.01		22.01
WEB0866											142.07		142.07
WEB0872		220.00		300.00	256.24		613.80	236.00	300.00	200.00	250.00	189.00	2,565.04
WEB0881	3.29								14.10	3.48	3.92	4.08	28.87
WEB0885					37.12			71.46	27.03				135.61
WEB0897	112.88					55.52					29.47	10.00	207.87
WEB0910		25.37											25.37
WEB0912						100.00							100.00
WEB0914				200.00						100.00			300.00
WEB0915						32.08					32.01		64.09
WEB0933	90.16												90.16
WEB0934									18.28	18.11	18.11	18.30	72.80
WEB0938	51.43												51.43
WEB0952							2.00						2.00



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
WEB0956												25.25	25.25
WEB1002	5.42												5.42
WEB1007	4.94												4.94
WEB1010		315.00											315.00
WEB1013	122.06			205.61									327.67
WEB1018		15.49											15.49
WEB1020	25.87												25.87
WEB1023	71.18												71.18
WEB1025	47.81												47.81
WEB1027							20.96					6.00	26.96
WEB1033								25.28					25.28
WEB1040	882.17			502.00									1,384.17
WEB1046		42.35	77.76	96.89	26.89					10.61			254.50
WEB1047								144.36			10.53	224.28	379.17
WEB1051						50.00						150.00	200.00
WEB1053				173.00			79.00		5.00				257.00
WEB1064			25.87										25.87
WEB1072								66.10					66.10
WEB1075											14.46		14.46
WEB1077										25.87			25.87
WEB1082				171.00				327.00				10.39	508.39
WEB1093											30.00		30.00
WEB1101					150.94	28.40			115.45		111.60		406.39
WEB1106								35.81			105.80		141.61
WEB1119									25.87		9.00		34.87
WEB1120												40.87	40.87
WEB1121						31.00							31.00
WEB1124							20.00						20.00
WEB1127												25.00	25.00
WEB1143							12.00						12.00



CONTRIBUTOR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
WEB1162											23.92		23.92
WEB1166										25.87			25.87
WEB1179												102.53	102.53
WEB1181										214.15			214.15
WI Anonymous	234.65	1,219.77	291.28	156.36	226.57	190.37	289.96	248.75	103.78	103.78	196.27	206.18	3,467.72
WI0061					200.00								200.00
WI0105		50.00					125.00						175.00
WI0139												25.00	25.00
WI0149				137.00									137.00
WI0151		20.60											20.60
WI0153		50.00							100.00				150.00
WI0156		20.61											20.61
WI0638	25.87												25.87
WI067										144.48			144.48
WI076												200.00	200.00
WI093												50.00	50.00
WI105									5.00				5.00
WI601									5.00				5.00
WV Anonymous	25.87	25.87	125.87	77.30	25.87	25.87	25.87	25.87	25.87	25.87	25.87	25.87	461.87
WY00017									25.00				25.00
ZAF0003						52.23							52.23
ZAF0004				11.30									11.30
ZAF0005			135.17										135.17
ZAF0009						42.40							42.40
Zoom		65.87							62.40	36.40	28.87	48.40	241.94
TOTALS	45,240.51	66,232.27	55,114.76	45,470.96	34,299.68	28,033.00	39,870.81	34,373.30	30,909.96	30,494.85	35,195.85	64,631.99	509,867.94