

# Board Ratifications

## Part 1

**Nominating Committee Process & Q & A**  
**15 minutes**

- **ACA has a legal status as a Non-profit in the state of California.**
- **3 is the minimum number of Trustees for a non-profit.**
- **Trustees must be ratified yearly.**

## What does the Board Do?

- Our Trustees oversees & supports our ACA fellowship and handles the business of our organization.
- Ensures that ACA stays in good legal standing.
- Trustees have a legal & Fiduciary duty - the highest standard in law.
- Our Trustees are not paid for their service.

## Update:

- In January, the Board only had 3 Trustees.**
- 3 new Trustees**
- May have as many as 20 members. We still need more.**
- \*\*The Nominating committee also needs more members.**

## **Brief Ratification History**

**Before the establishment of the Nominating Committee:**

- Trustees were nominated from the floor of the ABC,**
- Voted on and ratified on the spot.**
- There were no qualifications.**
- Delegates were asked to ratify Trustees with little information about them.**

**At the 2017 ABC, a motion passed to establish the Nominating Committee.**

**- Purpose:**

**Identify and vet members w/ the recovery & skills to support their ability as Trustees.**

**- Specific desired qualifications were developed and posted in the OPPM- Operational Policy and Procedure Manual.**

## **Desired Qualifications for Board**

- 1) At least 5 yrs of consistent attendance at ACA meetings.**
- 2) Service: One year or more on a WSO committee**
- 3) Currently out of date. TC's are now Quarterly: Attendance at least 6 of 12 monthly WSO Teleconferences yearly.**

**4) Working knowledge of ACA's Steps, Traditions, and Concepts of Service.**

**5) May not hold a similar position in another 12-step fellowship.**

**6) Demonstrated skill at working in a group setting and completing projects.**



**7) Ability to donate substantial time**

**8) Sign the Commitment to Service & the Board's Conflict of Interest Statement.**

## Exception Clause

**Note: The Nominating Committee can ask the Board to consider exceptions to these desired qualifications. Such a request, and the reason for the exception, will be submitted in writing to the Board.**

**\*There is never an exception for the importance of good recovery, emotional sobriety, or integrity.**

**To qualify to judge these qualifications, the nominating Committee has these same qualifications. (except time commitment is less)**

## **Nominating Process**

- 1. An applicant submits an application.**
- 2. The Nominating Committee reviews the application.**
  - a. If qualifications are not met, the applicant is given suggestions.**
  - b. If qualifications appear to be met, they are thoroughly vetted by:**
    - Interviews & Observations of their interactions – ABC’s, Slack, etc.**
    - Are they able to facilitate productive meetings and cooperate with others?**
    - Are they able to disagree without being disagreeable?**
    - Are they kind and respectful?**

**3. When qualifications are met, they are nominated to the Board of Trustees.**

- **Nominating Packet with detailed specific information on:**
- **Each desired qualification,**
- **Their positive character traits**
- **Training, work, and life experiences.**

**. \*\*If an exception is made, it is explained in detail as to why we are making an exception.**

**4. The Board reviews the Nomination Packet and meets the Nominee for a mutual Question and Answer meeting.**

**5. The Board accepts the Nominee, and the Nominee accepts the position.**

**6. The Delegates vote to ratify each Trustee at the ABC.**

# Ratification Process, Meet the Board and Q & A

**45 minutes**

## **Trustee Service Biography:**

- Time in ACA & ACA service,
- Training/work experience & a paragraph from each Trustee.

Located: Delegate Handbook - Ratification starting on page 57.

-Each Trustees is thoroughly vetted & nominated to the Board.

- We need this ratification to be emotionally safe.
- After the Ratification at the 2022 ABC, there were no applications for 21 months. ( Typically, we receive 2 – 5 applications yearly.)

**At the 2023 ABC, we added safety protocols to the Ratification:**

- created a balanced environment where necessary questions can be asked.
- The tone was respectful and emotionally safe for our Trustees, our Delegates, and our Observers.
- The very existence of our ACA fellowship depends upon members stepping up to do service as Trustees.

- 1. The Nominating Committee chair will facilitate the process.**
- 2. Each Trustee will have 3 minutes to discuss their service.**
- 3. Q & A: Questions should be neutral and businesslike & designed to elicit information.**

**\*\*Questions that appear to violate the stated ground rules or Traditions will be referred to the parliamentarian.**

**\*\*\*Questions are submitted in writing using the Chat function to:**

**\*NomCom Chair Denise R.**



**4. I will read each question aloud and 1 or 2 Trustees may answer.  
Please specify who your question is for.**

**5. Voting will be done at the end of the day.**

**Day 2: Voting Results and Minority Opinion**

## **Trustees Seeking Ratification**

- **Dove H., Arizona, USA**
- **Jim R., New York, USA**
- **Ken R., Ohio, USA**
- **Rich R., New Mexico, USA**
- **Sue V., Ontario, Canada**
- **Tamara P., North Carolina, USA**

**Submit questions in Chat to:**

**\*NomCom Chair Denise R.**