

**Summary of WSO Policies & Projects in Development  
January 25, 2025**

**Policies COMPLETED in 2024**

#	Policy	Approval
1.	Social Media	ABC Motion 2024-09
2.	Records Retention & Destruction Policy	Board Motion 2024-05-02
3.	Expanded "Whistleblower" Policy	Board Motion 2024-05-03
4.	Audit Policy	Board Motion 2024-08-07
5.	Overall Compensation Policy	Board Motion 2024-11-04

**Policies PENDING**

#	Policy	Possible Type	Status	Next Step(s)
1.	Meeting Listings	Conference Approval (Concept VI)	WSO to obtain feedback from fellowship in the next year.	Process for fellowship input is being explored.
2.	Update Bequest Maximums	Conference Approval (Concept VI)	Motion approved by the Board (2024-06-09)	To be included in the annual board report at the 2025 ABC.
3.	Update 7th Tradition Annual Maximums	Conference Approval (Concept VI)	Motion approved by the Board (2024-06-07)	To be included in the annual board report at the 2025 ABC.
4.	Health & Safety in WSO Service	Board Approval (Concept VII)	Safety is complete. The "health" factor will be assessed.	Document policies in OPPM. Service Norms Document

#	Policy	Possible Type	Status	Next Step(s)
5.	Diversity	Board & Conference Approval (Concept VI & VII)	For the WSO Board, staff and Committees. To be discussed at Board retreat	TBD
6.	Copyright and Permission to Use Policy for Literature Publications	Board Approval Corporation Requirement (Concept VII)	Being updated	TBD
7.	Regions Policy	Conference Approval (Concept VI)	The Board would like to consult with the regions and intergroups on updating the policies in 2025.	TBD

### Projects COMPLETED in 2024-2025

1.	Fishbowl Inventory Management System	Completed Sept. 2024
2.	Moved accounting system from Quickbooks Desktop to Quickbooks Online	Completed Jan 2025

### Projects IN PROCESS

#	Project	Description	Status	Next Step
1.	New Websites	adultchildren.org	In the final stages of development.	To be launched in the second quarter of 2025.
		acawso.org	In the queue.	Waiting for resources to start.
2.	OPPM Project	WSO Policies & Procedures	In process	OPPM Updating Project team to continue in 2025

3.	Standardization of Procedures	WSO	In process	The Office, Committees and Board are reviewing opportunities for continuous improvement.
4.	Airtable	Project Mngmt. & Database System	In process Apr 25, 2024 approved.	Eight automated systems implemented in Airtable to date including: <ul style="list-style-type: none"> <li>• ABC/QDM Registration</li> <li>• Publishing Intake Form</li> <li>• Contact Us Form</li> <li>• Translation Licences</li> </ul> There are three automations currently in process.
5.	Translation Management System	Software	In process	Currently testing with translation volunteers options for systems. Recommendations by 2nd quarter of 2025.
6.	WSO Communication	Connection with fellowship & delegates	In January, a project team consisting of volunteers, special workers, and consultants with expertise in communication convened for a kickoff meeting. The purpose was to develop an integrated communications plan designed to maximize the use of content across multiple platforms, ensuring cohesive and coordinated messaging.	Project team to identify priorities and strategies for communication plan.
7.	Long Term Strategic Planning	Business and Service	The board of trustees is working with the General Manager in strategic sessions.	Further info. will be included in the board's report for the 2025 ABC.
8.	Service Academy	Centralized learning resources	Approved March 2024.	Priorities to be reviewed by the second quarter of 2025.

	(Motion 2024_03_03)	center for WSO volunteers		
9.	WSO Board-Committees Chairs Forum (Motion 2024_05_01)	Provides two-way communication and collaboration on specific initiatives, policies and priorities.	Jim R, the board liaison in the Forum is gathering feedback from the trustees and committee chairs.	TBD
10.	Celebrating ACA's 50th Birthday in 2028 around the world	Plan fun and engaging ways for ACAs to celebrate this major milestone.	TBD	TBD