

Quarterly Business Conference Minutes


November 12, 2022

2:00pm - 6:00pm UTC; 9:00am - 1:00pm ET

- I. **Opening, Readings and Introductions** - Liz C., ABC/AWC Committee Chair
 - Serenity prayer - Delegate volunteer
 - Concept I & Concept II - Delegate volunteer
 - Concept IX - Delegate volunteer
 - Diversity statement from 2019 ABC - Delegate volunteer
 - Safety Points - Marcus H.
 - Introductions:
 - Secretary - Tamara P., Assistant Secretary -Trish I.
 - Timekeepers - Edmundas & Erin D.
 - Point of information – Liz C., Sue V. & Tamara P.
 - Point of Order – Marcus H and Charlie H.
 - Parliamentarian - Lawrence

- II. **Basic Technical information** - Brad L.
 - Practice session using Voting Buddy software
 - This meeting will be recorded. If you do not want your voice recorded then please use the Zoom chat to communicate with each other.

- III. **Establish Quorum** –Brad L./ Lawrence - Quorum is established with 74 delegates present.

- IV. **Review Agenda and Request Delegate Approval of Agenda** - Liz C.
 - Topics for this agenda were taken from the delegate survey following the 2022 ABC election buddy poll.
 - Proposed agenda see:  Agenda Quarterly Meeting Nov12 2022 .pdf
 - Delegate Vote on Agenda:

Approve the QBC Agenda

Adult Children of Alcoholics and Dysfunctional Families

November 12, 2022 at 9:28am – November 12, 2022 at 9:32am

(GMT-05:00) EASTERN TIME (US & CANADA)

Completed Administrator Closed Early





71 ballots submitted of 170 eligible voters (4 opened) – 42%	
0 notices queued	
Do you approve the QBC agenda? PLURALITY	
Yes	69 votes 98.57%
No	1 vote 1.43%
Yes wins with 98.57% of the vote.	
70 votes tallied and 1 abstention	

- Minority opinions - None.
- Agenda APPROVED with 69 delegate votes affirmative.

V. Minority Opinion for Ratification of Dove H. as WSO Board Member

- Overview of the vetting process for board member nomination - Denise R., Chair of the Nominating Committee.
- Explanation of status of motion - Liz C.
 - After day three of the ABC there was a vote to ratify Dove H. as a board member via on-line global voting. The result of that vote was 88% in favor of ratification.
- Minority opinions - None.
- APPROVED: Dove is ratified as a WSO Board Member.

VI. Delegate Topic: Updates and Info on Committee/Study Groups formed from 2022 ABC Motions Passed - Sue V., WSO Chair

- Data Analysis Committee – Brian, Chair
 - For presentation see:  Data_Analysis Presentation.pptx
- Name change study – Brad L., Chair
 - For presentation see:  ACA Name Study Status Updates.pdf
- Concept II & VI Study - Charlie H., Chair
 - For presentation see:  Concepts 2&6 Study Status Updates.pdf
- ABC/AWC Study - John R
 - For presentation see:  ABC AWC Study Updates .pdf

Delegate Questions and Comments

- To Brian for Data Analysis - Do you have a set meeting time?
 - We meet every third Friday of the month at 6pm ET.

- To John for ABC/AWC study - Does this study include the quarterly delegates meeting?
 - We have a question about how the quarterly business conference will impact the full structure of the ABC and will be looking at this.
- My group would like something to put into our scripts related to literature going forward, if it's possible to lean more toward using “higher power” as quite a few members of my group are triggered by the word “God” if they’ve had religious abuse.
- To Brian for Data Analysis - what background do you need to bring to be part of this committee as a volunteer?
 - Any background is quite fine as we will use each survey to learn from.
- To Brian for Data Analysis - Will the data group offer tutorials/consider which tools, questionnaires, best practices, etc. to use?
 - We’re learning as we go and welcome your input.
- To Brian for Data Analysis - Is it correct that this committee can give help to other committees for surveys?
 - We are open for business and happy to talk to you.
- I heard Brian say they have four working members and two board members, which seems like an incredible task for the amount of work they’ve put in. How many members and board members are on the other committees/studies and do they need more?
 - Data Analysis: 4 working members, 2 board members and the more the better
 - Name Change: 4-5 members including people from different countries; it's a lot of work for 4-5 people so more are welcome.
 - Concept 2&6: 8 members and would like more - no special expertise is needed.
 - ABC/AWC: 12 members and are open to having more.
- The ABC/AWC questions presented went too quick for me - can this be posted?
 - These are now posted in the Delegate Slack channel.
- To Brad L. for Name Change Study - If we are looking at costs to change the name, could it be possible financially to change “God” to “higher power” with the Literature committee at the same time?
 - If that’s something you’re interested in, those questions can be presented to the Literature committee, they’re looking for volunteers. It is not part of the mandate of the study based on the motion approved.


- Christine, Literature Committee Chair, gave an update on spiritual inclusion in ACA literature - there is much happening on this topic and the language around “higher power” is actively being considered.
- There is some literature available in Spanish, but there is a lack of literature in Spanish and multiple languages, so I’d like to make people aware that we need more help in translations.
 - Yes, we are looking for volunteers that are Spanish speaking and Portuguese speaking for the Translations and Publishing committees.
- I am concerned about overlap between the ABC and this meeting, and the questions that were presented. We need to be aware of this going forward to make sure we follow protocols.
 - Yes, agreement. This is confusing and we need to work this out as I see it as Chair of ABC/AWC.
- To Brad L. for Name Change study: I would like clarification - name change is being done by one committee, and “higher power” name change is being done by a separate committee?
 - Yes, the “higher power” language is already being worked on by the Literature Committee. The meetings for spiritual inclusion are on the 4th Saturdays of the month, although we’re going into hiatus until January soon.
 - This study is specifically on the name change of the organization.
- I think we need help with Chinese and braille translation too.
 - There is a translation team in China that is translating the BRB yet they need more volunteers. We have started with braille too. You are welcome to come to the Publishing committee meeting for more information.
- To John R. for ABC/AWC Study: The comment about overlap is interesting, and I would suggest that what might help is applying concepts 1 and 2 and 6 to the question. I would encourage us all to consider how to get all of these groups talking to each other. My understanding is that right now this happens through the Collaboration Committees.
 - The study will be scheduling Town Halls to discuss this and there are collaboration committees to share information.
 - Our charter is to report back at the next ABC and some questions will require more time. We want to narrow what we are doing to things that we can complete in a year and propose things that need more time for the future.

- A number of us are on multiple committees, anything we do at this level from the study will ultimately be decided at the ABC.
- Navigating all the information as a delegate is overwhelming, is there a family tree of committees, etc.? All the abbreviations are overwhelming on Slack too for a new person.
 - The organizational chart is now posted in chat.
 - IT is in the process of doing a “family tree” of the committees, to show how they intersect with the Collaboration Committees, and there will be “hot spots” that lead you to more information about each committee.

VII. Gentleness break and Fun break - Adelina

VIII. Establish Quorum – Brad/Lawrence - Quorum is established with 70 delegates present.

IX. Delegate Topic: Quarterly business meeting Discussion - Liz and Charlie

- For presentation see:  Quarterly Delegate Mtgs Presentation&Questions.pptx

Delegate Questions and Comments

Topic One - Types of Business (see slide 9 for questions)

- I think 2-4 hours may be sufficient to handle overflow business matters. Attendance at the ABC may be higher which is a consideration.
- Quarterly meetings are quite appropriate because, from year to year, as a delegate, I don't feel as much of a connection as I have by meeting more frequently and hearing more about the committee work. And this is a good way to handle the fall over business.
- I see the ballot proposals divided up so as to riddle down the proposals so there is more time for other things at the ABC.
- 2-4 hours may not be sufficient for the ballot proposal process. Also, is there time for the full process by each group proposing to do this each quarter?
- The quarterly meetings should have the same authority and responsibility of the ABC. Overscheduling is due to too many ballot proposals. Far too many ballot proposals do not meet the vetting that I think are required e.g. request for one word to be changed.
- I think quarterly meetings will facilitate better communication for delegates to bring back to their groups - 4 times a year rather than just once.
- My general concern is that our energies are being used in a vacuum of information, the value of the quarterly meetings is to spread out the discussions, we have time to hear and see the committee reports, see where opportunities exist to volunteer, and generally spread things out. In recent years at ABC we

haven't even been able to hear from the committees and have been spending time on proposals that we shouldn't be spending time on.

- My point is the delegate representor's process - it would be good for the groups to have time to digest the information, to hear back from their person so that person can represent the voice of the fellowship. So I am for quarterly meetings for more communication and connection. This will increase service too.
- The ABC runs really long, and the early risers often have to drop off the meetings. A lot has been done to account for this, such as recordings and online voting. Suggest the ABC length of time be shortened, and the quarterly meetings could have better times for the eastern part of the globe. With this, we would still be able to cover more material.
- No matter what we decide, the idea of additional quarterly meetings should be in addition to the annual, and they are scheduled so that delegates know they are responsible to attend all of them.
- As a brand new delegate, I've been in a service position with my meeting and have tried to follow at the Traveler level, and it has been completely overwhelming; particularly trying to get the opinions of my meeting group on the ballots was overwhelming, but having a time on a Saturday was a much more doable ask.
- I support quarterly meetings because it is nice to have it in smaller bites - the information- to bring back to my group.

Topic Two: How to Organize and Conduct Quarterly Meetings (*see slide 10 for questions*)

- As an example, AA service meets for 7 days for almost 12 hours/day for a full week. Even with four quarterly sessions it is not close to what they put in. I do not get enough information to bring back to my group. I think the Q&A sessions are important. I think we need to meet four times a year in addition to ABC.
- I would like to see the minority opinion be expressed on the same day as the majority opinion, because I can't always connect the two of them together when they are held far apart.
- To accommodate all time zones I can see shifting the time for each quarterly meeting - how to gather the group conscience and not being so hemisphere-centric and to ensure everything gets addressed.
- In terms of the minority opinion, the quarterly business meeting "will have worldwide voting," and we need to keep that; my suggestion is that if quarterly business remains, the vote that is taken, including worldwide voting, then it is the "winning vote" until the next quarterly meeting, where it could be addressed again in the same way, and changed if people want it to.

- I loved that the agenda was set from the delegates survey and hope we will continue to do this.
- If the quarterly meetings were done in a way where we can't conduct business and have decisions made at the time of the quarterly business meetings, then it will overwhelm the ABC.
- I think there is a need for the quarterly business meetings yet no point if the decisions made are not finalized since there are no minority opinions, so this needs to be done at the time so we can then action the decisions. We need to improve our dialogue with the WSO since only connecting once a year can lead to a better "vibe" as then the groups are "on another planet."
- For each quarterly meeting I suggest to divide it in half - half are for WSO topics and half for the delegates topics. Also, do ballot proposals each quarter and can do this with the Data Analysis committee to help make this happen.
- I support quarterly meetings and I think it will help with ballot proposal overload and also get the fellowship more together. I also think we will continue growing organizational.
- One reason we have so many ballot proposals is that people do not feel heard. I do not suggest we spread out ballot proposals in quarterly meetings as we will just have more. We just need to have more communication and people need to feel heard and that their opinion is heard.

Topic 3: Safety and Tone (see slide 11 for questions)

- I think the quarterly meetings are helpful to those who are new in order to learn and connect with other members of ACA. I think they are the better way to go.
- There is a QBC/QWC committee, and I would suggest as many people participate in that as can, because they can have direct input into some of the items that are addressed in the meetings, which will help shape the ABC agenda.
- The agenda needs to be deposited into the delegate channel for input - the standard answer is to show up at a meeting to give input and for a lot of people this is not possible.
- I love the idea of quarterly meetings and think that the number of ballots should not be limited/cut down and each quarterly meeting has time to address them.
- RE: Safety and conflict - Some conflict is good, it gives space for different perspectives. I can say something with one tone and another tone and it is perceived in completely different ways. I've felt that there is a desire to shut down communication that is different.
- How do you decide on the tone of someone? The way you take what someone says is part of our recovery [references the BRB]. It is not my fault if I represent

someone else's father and they are triggered. We are allowed to speak our message with passion.

- Disagreements are appropriate however I would like to give an example, in the last ABC - there was a level of hostility with a group of people who just said the same thing over and over and there were attacks against the board members. This experience shook me to the core and inspired me to have a group about safety and how to do business with the adult self. How do we create a space that is safe, that is constructive and solution based. Let's continue discussing safety.
- When it comes to safety, I question the idea of having a discussion that would not include the minority opinion. If it does not include minority opinion, then it is not a complete discussion and moving without them would not be healthy or safe.
- I found it disturbing that the agenda starts and ends with a prayer as for those with religious trauma.
- If we want things like these meetings, then we need to have volunteers. It's not fair that there are a handful of people that put in tons of hours to make these things happen, yet people want all of these things to happen. Service is part of recovery and we need more people to come to service.
- If you are interested in volunteering there is a form on the website you can fill out.
- When a person reads a script multiple times in the same session it is meant to control the group. I love that the minority opinion is included, as majority opinion often doesn't include all perspectives. Those operating from victimhood were not at the third day and so much business happened- it was overflowing.
- Regarding inclusion: I am so grateful for the help I got yesterday with a Slack channel. For those who are technologically challenged, I wish there were some optional, basic Slack channel for delegates. For people who don't know Slack, it's very exclusionary.
- Having quarterly meetings instead of having one business meeting is good. I think this is a more accessible way to handle business and the time zone will be equally honored. I would like for delegates to speak about things they are working on that may be of interest and ways of connecting with each other.
- This is a really important and tough topic for ACA. I like to think of the difference between safety and comfort. That said, there are situations that are truly unsafe, and what is tricky is that there is not one definition of that. I think some sort of guidelines could be helpful, but I think they should be group norms that are agreed to by the conference. One of my concerns is that I've witnessed a number of times where rules are not applied consistently.

X. WSO Topic: Volunteer and 7th Tradition issues

- ACA must be self-sustaining with respect to financials and service volunteers.
- Introduction by Sue, Chair of Global Members Committee, and Publishing Committee and board member.
 - Celebrating **over** 44 years of ACA.
 - Growing at an incredible rate - many accomplishments in IT/website, publishing, literature, etc. yet more support is needed.
 - Much appreciation to all volunteers and staff members.
- 7th Tradition Presentation -by Finance Committee: Fredrik H, Bill D., Lucia S. & Brad L.

[NOTE from the Finance Committee for the minutes:

The Finance Committee will soon have the following available on the website:

- 1. Main points from the 7th tradition QDM presentation*
- 2. A form to request finance committee members to do the complete or an abbreviated 7th tradition presentation for your online group including questions and answers*
- 3. The complete 7th tradition presentation - potentially with audio and video (available in a few months)]*

Delegate Questions and Comments

- I worked as an office administrator for another group and each month provided a summary of who gave from individuals, groups, regions, revenue, etc.. I do think publications are part of this non-profit work. What is not attractive about contributing to the ACA WSO is a question for me.
 - Every 7th tradition is published on the website each month by the Finance Committee.
- I have a tax background and regarding the 33% public support question, I believe that the answer given to this question is incorrect re: 5013cb, which says related business activities do not count. I feel like it's an inaccurate comparison to compare the amount of 7th tradition coming in to publishing proceeds, of course the 7th tradition would fail in comparison.
 - The information I provided is from our professional tax accounting firm and it is the same as what AA and NA report, and literature sales are considered public support.
- My group in Mexico hasn't started giving 7th tradition because we've been using our funds to support our meeting, but we're going to start asking that the 7th tradition apply to WSO. It is true that if we don't remind them they will forget.

- Is there a virtual basket for electronic donation?
 - Whatever works in your country such as PayPal. We find having people donate at the time of a meeting is the most effective way to do this and when I find a way to pass a basket electronically I will let everyone know.
- What do you do for people who are in the meeting but from elsewhere around the world, e.g., internationally? It is hard to get them to contribute to the local group, who then gives the money to the WSO? We have a space for them to contribute to the literature fund.
 - There isn't one great answer. The best thing to do is to ask them to go online to donate to WSO.
- In the same way we have a fiscal budget each year, we need to have a volunteer budget and determine how many committees can function. We currently have some people on 4-6 committees and this sets them up for burnout.
- One problem our web group faces is that if you collect more than \$600 there is a form that goes to the group, that is why the treasurer doesn't want to be involved. That is why we ask them to contribute to our zoom account. We also have to consider how much time and people we have for each committee. Each individual committee should say how many people they have, and how many they need to run successfully.
 - I don't think there is one committee that has enough members; every committee needs more members.
- I suggest the ability to post this presentation for our groups to see and also I suggest there is a graph each month to show if donations are increased or decreased each month as compared to the needs of WSO.
 - Thank you for your new ideas.
- I wish I could throw a handful of change in a basket like I can in person. I feel like I haven't contributed enough. Although I have contributed larger amounts at one time, I didn't get any acknowledgement from it. I recommend that we do some kind of subscription service like PBS does, with a reward or acknowledgement for helping. Online giving may not work in all countries such as in Thailand.
 - There is a recurring payment option in the 7th tradition section on the website.
- There is a connection between Tradition 7 and Concept 7 - *he reads Concept 7* - in pragmatic terms it states for example that if there is not someone to make coffee then there is no coffee. I would like to propose a motion about this connection/topic.

- I would be interested to hear from Brad about what are the options for setting up a virtual basket, and how do we do that within the US?
 - We cannot endorse a specific company to use; you need to find the best service that works for your group. You can do that with a personal email associated with it. You can reach out to me and I will speak to you on what has worked for my group.

XI. Request to Concur with Motion Passed by the Board of Trustees re 7th Tradition

- Motion submitted to the board by the Finance Committee and passed by the board on October 27, 2022.

Motion: To set the following voluntary guidelines for 7th Tradition contributions by groups, Intergroups and Regions that have surpluses beyond a prudent reserve effective November 13 and provided the delegates to the quarterly business meeting concur with the motion:

For Group Meetings that have an Intergroup and Region:
50% (of contribution) for the IG, 25% for the Region and 25% for WSO
For Group Meetings that have an Intergroup but not a Region:
50% for the IG, 50% for WSO
For Group Meetings that do not have either a IG or a Region:
Entire contribution to WSO
For Intergroups that have a Region:
50% for the Region, 50% for WSO
For Intergroups that do not have a Region:
Entire contribution to WSO
For Regions:
Entire contribution to WSO

Also, direct the Literature Committee and Finance Committee to create a “Where the money goes” trifold with information about what expenses a Group Meeting, an IG and a Region might have.

Background:

Guidelines to groups for 7th Tradition contributions have not been revised for 30 years. They call for groups to send 60% of surplus funds to Intergroups, 30% to Regions, and 10% to ACA World Service.

These guidelines are insufficient in two ways. First, there are no contribution guidelines for Intergroups or Regions, or for groups that do not have either an Intergroup or Region. Also, the suggested division does not account for rapid worldwide growth of the fellowship, which has required the hiring of additional World Service employees.

The new 50-25-25 formula is easy to understand and still provides a significant flow of Seventh Tradition contributions to Intergroups and Regions. When a new Region is started, the Region can ask for extra support from their members.

Also, beyond the general prudent reserve that groups, IGs and Regions decide is appropriate for them, which usually includes rent, supplies, literature, etc., they reserve additional funds for things that are applicable for them, such as outreach, conferences, technology, etc.

An updated Trifold will explain how WSO funds are allocated and give groups, Intergroups, and Regions additional background about Seventh Tradition contributions.

Delegate Questions and Comments

- I second this motion (John R).
- Make sure that the correspondence that announces this clarifies what an “ample reserve” is so they can determine what their reserve should be, and that they don’t need to keep more than they need.
 - We are discussing meeting with each intergroup.
- Chair of Literature: Regarding the proposal to create a tri-fold, my thought is that most people don’t read trifolds, or even know they exist, we need to communicate through multiple vehicles, e.g., Traveler, comline, website, etc.
- The suggested donation should be raised from one dollar as in 1985 the value of a dollar is not the same as now. Even adding just one more dollar.
- For my group, we had a difficult time understanding even the basics, such as what is an intergroup, a region, much less how to donate to each one. It is unclear where to put these donations.
- There was a ballot proposal about changing these percentages that did not pass - I wonder about this.
 - That proposal was just for groups, and this covers all of the levels, e.g., IG, Regions, etc.
- When I was going to face to face meetings, I knew what the money went toward (coffee, rent, etc.); with telephone meetings we have started to make an announcement, because our telephone meetings don’t have any associated costs, we make an announcement each week that donations are down. Suggest creating a simple announcement that meetings can use so that people can make a connection to what they’re donating to.

- As a Treasury and Secretary for many organizations I took it upon me to find out where the money goes. If we educate ourselves we can educate our groups, etc. Any way we can have this information to share would be great. One of the biggest fights I see in groups is about money and they want to know where it goes. The more education I have the more I can share with my group. Also, I have discouraged my group from designating where the money should go as the Finance committee has the best perspective for this. Am I right to do that?
 - This is correct as you can only designate to the Literature Scholarship fund, nothing else.
- My understanding is that this doesn't move forward unless it is passed at an ABC. My feeling is that this splits the proposal 50/50 except for meetings; I personally don't feel comfortable with that. I feel that at the group level, the bulk of their money should go to the next level up, e.g., IG, Region, WSO.
- *[Brad L. then presented to the delegates how this motion for delegate concurrence will go to online global voting following the meeting]. See results in Appendix- see: [Election Results for World Wide Online Voting QBC Nov 12 2022](#).*

XII. Closing

- Thanks to delegates for time and service
- Future meetings:
 - February 18, 2023 for the next quarterly meeting.
 - April 22-23 for the 2023 ABC
- Secular Serenity prayer

APPENDIX

Election Results for World Wide Online Voting QBC Nov 12 2022

Do you concur with the below motion passed by the WSO Board regarding guidance on 7th Tradition Contribution Percentages?

Motion: To set the following voluntary guidelines for 7th Tradition contributions by groups, Intergroups and Regions that have surpluses beyond a prudent reserve effective November 13 and provided the delegates to the quarterly business meeting concur with the motion.:

For Group Meetings that have an Intergroup and Region:
50% (of contribution) for the IG, 25% for the Region and 25% for WSO
For Group Meetings that have an Intergroup but not a Region:
50% for the IG, 50% for WSO
For Group Meetings that do not have either a IG or a Region:
Entire contribution to WSO
For Intergroups that have a Region:
50% for the Region, 50% for WSO
For Intergroups that do not have a Region:
Entire contribution to WSO
For Regions:
Entire contribution to WSO

<u>Option</u>	<u>Votes</u>	<u>Percentage</u>
Yes	64	88.89%
No	8	11.11%

Votes tallied: 72

Abstentions: 4

Yes wins with 88.9% of the vote