

**Final Report of the 2010 Annual Business Conference Committee
Submitted to the
World Service Organization of Adult Children of Alcoholics**

Rachele V., 2010 ABC Committee Chair

The 2010 Annual Business Conference of Adult Children of Alcoholics was held April 23-25, 2010, in Tulsa, Oklahoma. Twenty-four ACA members, representing seven US states and Denmark, were in attendance. Voting delegates included Scott R. (AZ065), Lise A. (IG040), Marcheita M. (MO008), Gayle W. (OK019), Gina G. (OK020), Joy C. (OK022), Omer G. (OK001), Bonnie K. (TX081), Laila G. (TX082), and Susan B. (TX073). ACA World Service Organization board members in attendance were Josie E., Chairman, George S., Vice-Chairman and Hospitals and Institutions Chair, Linda L., Secretary and Outreach Committee Chair, Phyllis R., Treasurer, and Rachele V., 2010 ABC Committee Chair. Conference visitors included Debi L., of Missouri; Dan S., Emily S., Leo D., Noel, and Yeshe D., of Oklahoma; and Nancy J., of Texas. Shelley M. (OK020) served as Chair of the Annual Business Conference proceedings.

Four items of business were considered by the conference. Each of these items had been approved for ABC discussion by at least 2/3 of the Group Conscience Survey Ballots returned by the ACA fellowship prior to the conference. Item One was submitted by IL193 (Downers Grove, IL) and stated "We make a motion for a Sponsorship Workshop to be created with guidelines on how to be a sponsor or co-sponsor and a sponsee." Delegate Lise A. made a motion to create a Sponsorship Workshop pamphlet, with guidelines, and that the draft "Hosting an ACA Workshop" pamphlet reviewed by the ABC be circulated to the ACA fellowship for use and comment. This motion passed by a vote of delegates in attendance.

Item Two was submitted by IL005 (Hinsdale, IL) and stated "We make a motion to have a Sponsorship pamphlet created by the WSO and made available for membership distribution." Delegate Joy C. made a motion to distribute two newly drafted ACA Sponsorship pamphlets to the fellowship for use and comment. This motion passed. (The two draft Sponsorship pamphlets were subsequently combined into one, and delegates approved this one revised pamphlet, titled "ACA Sponsorship: Fellow Travelers", for circulation to the fellowship.)

Item Three was submitted by WI077 (Milwaukee, WI) and stated "Our group makes a motion that a Sponsorship Committee be formed with the purpose of increasing the Sponsorship concept within the ACA/ACOA community including developing pamphlets much like other 12 Step Programs have available for guidance in this area of recovery." Delegate Gayle W. made a motion to create a Sponsorship Sub-committee to serve within the existing Outreach Committee of ACA, for the purpose of increasing the Sponsorship concept within the fellowship. This motion passed.

Finally, Item Four was submitted by IL005 (Hinsdale, IL) and stated "We propose having an ACA/ACOA group inventory document created." Delegate Omer G. made a motion to create an ACA Group Inventory document of suggested guidelines for groups and individuals to use at ACA meetings. This motion passed.

Following this discussion of scheduled business, the conference also reviewed a draft pamphlet titled "25 Questions: Am I an Adult Child?" The conference asked that this pamphlet also be circulated to the fellowship for consideration, use, and comment.

Recommendations of the Annual Business Conference were then submitted to the ACA WSO Board of Trustees for discussion and possible board action. The Board held their annual in-person meeting on Sunday, April 25th, and approved all items of business submitted by the ABC. Additional action was taken by the Board to elect Phyllis R., of Arizona, as Chair of the newly formed Sponsorship Sub-Committee. The 2010 ABC Committee also reported to the Board that the three draft ACA pamphlets approved for distribution will be mailed to all registered ACA meetings and Intergroups as inserts to the "Special ABC Edition" ComLine. The pamphlets will also be made available for download from the ACA WSO website.

The April conference culminated approximately 6 months of planning. Preparations for the ABC began in October, 2009 with selection and approval of the UUMC Great Hall in Tulsa as the conference location. This facility was reserved at a total cost of \$50.00. A tentative agenda for the conference was also approved in late October. In November, 587 requests for proposals were mailed to registered ACA meetings and Intergroups around the world. This first mailing included a letter to the fellowship, a proposed agenda, a conference registration form, and a form for proposing items of business. This initial mailing cost \$564.16.

Following the December 31 deadline for submission of proposals, a Group Conscience Survey Ballot was prepared for re-circulation to the ACA fellowship. The ballot included four items of business as proposed by ACA meetings in Illinois and Wisconsin. A second ABC mailing, consisting of the GCS Ballot and a letter of explanation and instruction, was sent to 629 registered ACA meetings and Intergroups throughout the world. This mailing cost \$442.31.

Elements from both mailings were made available for viewing and downloading from a dedicated ABC webpage. ACA WSO webmaster Scott R. also created electronic versions of the business item proposal form, ABC registration form, and GCS Ballot which could be completed and submitted online. The four proposed items of business were also posted to the ACA WSO online forum for consideration and comment by registered participants.

A total of 107 completed GCS Ballots were returned to the ABC planning committee by the April 15 deadline. Approximately 52% of these ballots were returned electronically, while the remainder were sent by postal mail. Ballots were completed by face-to-face meetings, telephone meetings, and Intergroups in 30 US states. Ballots were also submitted by ACA meetings and Intergroups in Australia, Canada, Denmark, Ireland, Israel, Japan, Netherlands, Norway, and Spain. These 107 ballots represent a 70% increase from ballots returned in 2009, and may be the first time since the early 1990's that more than 100 ACA groups have participated in the ABC process.

Delegate packets for the 2010 ABC were prepared as directed by the ACA WSO Operating Policy and Procedures Manual. Twenty-five delegate packets were prepared at a cost of \$81.91 (or approximately \$3.28 each). Without partial donations of printing and supplies, each 2010 delegate packet, including the ACA WSO Annual Reports and 42-page OPPM, would have cost \$7.48 to prepare. Before its latest revision, the OPPM offered that "a suggested donation be presented to the delegates for the Delegate Packet to assist in defraying the cost of producing it and other conference materials". As the ABC continues to grow in future years, the planning committee may want to again consider this option.

Additional costs for the 2010 Annual Business Conference included \$60 for refreshments and approximately \$2000 in travel costs for five ACA WSO trustees attending the ABC. Since November 2009, \$750 each month was set aside within the ACA WSO treasury to cover the expenses of the 2010 ABC. This seems to have been an accurate estimation of expenses for this year, though it should probably be reconsidered for the 2011 ABC.