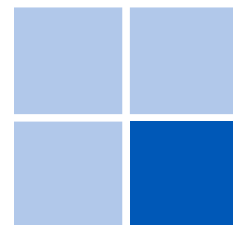


AAWS HIGHLIGHTS

Business of the Board



Meeting of the AAWS, Inc., Board of Directors

June 13, 2025

AAWS Board of Directors

Ken T., AAWS Chair, Julie C., Charlie H., Matt K., Clint M.,
Racy J., Carolyn W., John W., Bob W.

*The AAWS Board recently welcomed three new Directors:
West Central Regional Trustee Charlie H., and nontrustee directors Julie C. and Matt K.*

International Convention 2025

Preparations for the 2025 International Convention in Vancouver continue to progress smoothly. During the recent site visit, the team participated in a citywide crisis management roundtable and a major public safety meeting to finalize emergency protocols and communication plans. Crisis communication templates are also being created for quick use through the convention mobile app, helping ensure on-site readiness.

Final logistical arrangements with the city are underway, including a temporary lane closure near the convention center to accommodate pedestrian and cruise passenger traffic. Volunteer training is now in motion, hotel confirmations are being sent, and coordination is ongoing for over 180 sessions and hundreds of speakers. Customized schedules for various groups, including special guests and staff, will be distributed in mid-June.

The mobile app is fully functional and will serve as the primary resource for program information, with a limited supply of printed programs available. On the financial side, updates remain on track and aligned with planning expectations. No major concerns were raised, and the team remains confident in the current forecast.

AAWS Internal Audit Committee

The Internal Audit Committee examines significant documents, including guidelines, policies, and bylaws.

The committee reviewed and updated its list of relevant policies to help new members understand their roles and responsibilities. Members provided feedback on the Disaster Recovery and Business Continuity Plan, focusing on legal references, critical operations, and sensitive content. The plan will be revised and reviewed further. The committee also discussed its "Requests to Management" list, used to track long-term items, and

confirmed upcoming work on HR and Finance quarterly reviews. Lastly, the group emphasized ensuring proper audit sign-off for financials in the Annual Report, as required by New York State law.

Recommendations forwarded and approved by the AAWS Board of Directors.

- ***There were no recommendations to the AAWS Board.***

AAWS Nominating Committee

The Nominating Committee is tasked with filling vacancies on the board of directors for A.A. World Services, Inc.

As part of the Nontrustee Director search, 43 applications had been received as of June 13. The deadline for submissions is July 1, 2025.

Recommendations forwarded and approved by the AAWS Board of Directors.

- ***There were no recommendations to the AAWS Board.***

AAWS Finance Committee

The Finance Committee reviews and approves AAWS financial reports, the annual budget, and the mid-year reforecast budget. Additionally, the committee approves literature price changes and discusses self-support matters.

Finance Committee Update

As of the end of May, contributions totaled approximately \$3.97 million, about 8% below budget, with the gap slightly widening from 6% under budget at the end of April. Gross literature sales also slowed in May. While they were 5% above budget in April, year-to-date sales are now almost exactly on target, with a remarkable \$6 variance from the \$6.9 million budgeted. Total revenue for the first five

months stands at \$8.09million, about 3% below the budgeted \$8.38 million. Operating expenses are still expected to remain under budget once May is fully closed, though the final variance is still being determined.

Financial report, April 2025 unaudited financial information, and related summary financial information

The Finance Committee reviewed financial performance for the four months ended April 30, 2025, total operating revenue is \$6,642,856 which is about 3% less than the YTD budget of \$6,821,083. Total operating expenses before depreciation are \$5,597,007, which is about 5% less than the YTD budget of \$5,882,327. Operating surplus before depreciation is \$1,045,849 compared to a YTD budgeted surplus of \$938,756. Literature accounts receivable is \$865,493, of which 36.7% is current, 35.8% is less than 60 days past due, and 27.5% is more than 60 days past due. The reserve fund is at 6.38 months of 2025 budgeted GSO, GV, and LV operating expenses versus a target range of 9 to 12 months.

Self-Support Committee Update

The subcommittee presented mock-ups of a poster, business card, and postcard focused on self-support, to be offered to attendees at the International Convention. These materials are designed to provide clear and accessible information on self-support in a simple, usable format. The postcard is informational only and is not intended as a request for contributions at the event.

Recommendations forwarded and approved by the AAWS Board of Directors.

- ***The Finance Committee recommended to the AAWS Board that we proceed with the proposed self-support materials for the International Convention with a report to follow on costs and usefulness.***
- ***The Finance Committee recommended to the AAWS Board to adopt the International Literature Fund Policy.***
- ***The Finance Committee recommended to the AAWS Board that the International Literature Fund activity report ending March 31, 2025, be forwarded to the trustees' International Committee***
- ***The Finance Committee recommended to the AAWS Board that the World Service Meeting Fund activity report ending March 31, 2025, be forwarded to the trustees' International Committee***

AAWS Publishing Committee

The Publishing Committee oversees AAWS's licensing and publishing activities, including recommending initial pricing for all A.A. literature. They also track the progress of international translations and literature production.

AAWS Publishing Committee approved expanding the use of QR codes to all new Conference-approved pamphlets, making it easier for members to access digital versions on aa.org. Pricing was set for two new pamphlets: *Indigenous People in A.A.* at \$1.50 and *Twelve Steps Illustrated* at \$0.75, reflecting production costs while aiming to keep materials accessible. The committee also endorsed a fall promotion, “Refresh Your Home Group’s Literature Rack”, which will offer a 10% discount on a selection of updated pamphlets, including these new releases, to help groups share fresh, relevant literature with their members.

Recommendations forwarded and approved by the AAWS Board of Directors.

- ***The Publishing Committee recommended to the AAWS Board that the revised and retitled pamphlet “Indigenous People in A.A.” be listed at an initial price of \$1.50.***
- ***The Publishing Committee recommended to the AAWS Board that the revised pamphlet “Twelve Steps Illustrated” be listed at an initial price of \$0.75.***
- ***The Publishing Committee recommended to the AAWS Board to move forward with the proposed special offer (Refresh Your Home Group’s Literature Rack) for a 10% discount on new and revised pamphlets.***



Note: In January 2025, the AAWS Board asked that the Services Subcommittee approve the recommendation that following the 2025 General Service Conference the Technology/Communication/ Services Committee be split into two separate committees:

1. Communication and Language Services Committee

2. Services and Technology Committee

AAWS COMMUNICATIONS AND LANGUAGE SERVICES COMMITTEE

The Communications and Language Services Committee is responsible for strengthening communication between the AAWS Board and the Fellowship, and for providing strategic oversight to both the GSO Communications and Language Services Departments. The committee also establishes AAWS policies related to communications platforms and language services and oversees translation activities for the U.S. and Canada.

The committee held its inaugural meeting to review and discuss two key items: the draft Composition, Scope and Procedure (CSP) and a proposed Social Media Policy. The CSP was well received, with members agreeing on its importance for accountability and structure.

Recommendations forwarded and approved by the AAWS Board of Directors.

- ***The Communications and Language Services Committee recommended that the committee approved Composition, Scope, and Procedure for the Communications Language Services Committee be adopted by the AAWS Board and brought back for review in October.***

AAWS SERVICES AND TECHNOLOGY COMMITTEE

The Services and Technology Committee discusses identified needs arising from service assignments, reviews the technological infrastructure used to support AAWS functions, and recommends strategic improvements to technology.

During the inaugural meeting of the Services and Technology Committee, members reviewed and discussed the draft Composition, Scope, and Procedure (CSP) document. The CSP was developed based on the previous Technology, Communication and Services (TCS) committee's scope, with input from staff and members to reflect the committee's new direction.

The committee also discussed the availability of the Self-Support packet through the B to C webstore. Members expressed strong support for making the packet more accessible to individuals and groups by allowing it to be ordered online. To prevent excessive ordering and ensure broader distribution, the committee recommended setting a limit of 10 packets per order.

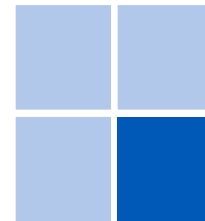
Recommendations forwarded and approved by the AAWS Board of Directors.

- ***The Services and Technology committee recommended to the AAWS Board that the Self-Support packet be made available for order on the B to C webstore, limiting the quantity to 10 per order.***
- ***The Services and Technology Committee recommended that the AAWS board adopt the Composition, Scope, and /Procedure (CSP) as presented.***



AAWS Highlights

What's Happening at GSO?



Bob W., General Manager

Activity Since Last AAWS Meeting (March 7, 2025)

ARCHIVES

The Archives team remains busy with ongoing reference requests and the onboarding of a new team member in July. For the International Convention, they have curated over 15 exhibits and scheduled 28 volunteers for the Archives display area. The department is also celebrating its 50th anniversary. Phase II of a multi-year audio preservation project is underway, involving inventory and appraisal of thousands of archival recordings. Plans for Phase III are being developed with Technology.

COMMUNICATION SERVICES

The new podcast continues to grow, surpassing 35,000 downloads. The team is managing all media relations for the International Convention in-house, a first for the organization. Preparations include digital content, a staffed media room, and live podcast recordings. Trustees praised recent improvements in visual content and newsletter engagement.

FINANCE

The Finance team is working closely with other departments to ensure smooth operations at the convention. New expense cards have been distributed to reduce out-of-pocket travel costs. The team is also developing internal communication tools and undergoing a department-wide inventory to support a more service-oriented culture.

HUMAN RESOURCES

HR is currently covering payroll during a leave of absence, with clear interim procedures in place to ensure accuracy. Staff are thanked for their flexibility and support during this period.

LANGUAGE SERVICES

The Language Services department is making strong progress in reducing translation. The inaugural meeting of the newly formed board committee on Language Services is scheduled for July. Staff acknowledged the outstanding work of current team members.

LEGAL, LICENSING & INTELLECTUAL PROPERTY

The department continues to manage steady licensing and translation activity, with over 30 active translation projects and 200+ IP-related requests this cycle.

OPERATIONS

The Operations team is deep in convention preparation, supporting shipment logistics and bookstore coordination. A long-standing team member was honored for over four decades of service.

PUBLISHING

The Publishing team is focused on convention support. The souvenir book design was unveiled and well received.

STAFF SERVICES

The Staff Services team completed two major translation projects and launched the new Safety Guidelines in all languages. Preparation is underway for the staff rotation as well as updates to the 2025 service kits. Staff were recognized for their creativity and hard work during the Conference.

TECHNOLOGY SERVICES

A new automated reminder system has been launched to improve overdue invoice collection, showing strong initial results. The 2025 Convention will include on-demand video access through user accounts. A technical bug affecting video link sharing is being addressed.

GENERAL MANAGER

The General Manager shared updates on several major initiatives and offered reflections on recent progress across the office. He opened by expressing appreciation for the collaborative work that made the 2025 General Service Conference one of the most effective and well-coordinated in recent years. Attention quickly shifted from the

Conference to orientation sessions for incoming trustee committee chairs and delegate chairs, both of which were well received and marked a strong start to the new service cycle.

Internally, the General Manager highlighted ongoing efforts related to the office-wide inventory. Department-level discussions have already begun, and the full staff inventory review is scheduled for late June. These conversations will help inform the upcoming General Service Board town hall in July.

Planning for the long-anticipated office retrofit is progressing, with the construction timeline nearly finalized. The renovation will be completed in one phase, during which the office will shift to remote work for approximately 10 weeks. Office visits will be temporarily suspended during this period, and alternate workspaces are being arranged for those whose roles require occasional on-site presence.

Staff engagement continues to be a priority. Recent initiatives such as the employee appreciation breakfast and the lighthearted "Thrift Shop 'Til You Drop" event have boosted morale and strengthened workplace culture. The General Manager also shared highlights from recent visits to area and state conventions, emphasizing the importance of staying connected to the Fellowship.

