

Alcoholics Anonymous World Services, Inc.

January – July 2023

Cathi C Chair

BUSINESS OF THE BOARD

In April, as we said our farewells to Irma V as an AAWS Director and acknowledged her exemplary service the past two years, we happily welcomed Reilly K as the newest AAWS Director and very much look forward to her service. Also, at the April meeting the officers and committee chairs of the board were announced.

AAWS Board Officers

Chairperson	Cathi C
President	Robert W
Vice Chair	Deborah K
Vice President	Jeff W
Treasurer	Carolyn W
Assistant Treasurer	Paul K
Secretary	Pamela P

AAWS Board Committees

Finance (at least 5 directors)

Carolyn W Chair
Vera F
Reilly K
Deborah K
John W

Self-Support (Finance Subcommittee)

John W Chair
Vera F
Carolyn W
Jeff W

Technology/Communications Services

Deborah K Chair
Vera F
Clinton M
John W
Jeff W

Ad-Hoc: Service Material

Vera F Chair
Deborah K
Jeff W

Publishing (not more than 5 directors)

Clinton M Chair
Reilly K
Deborah K
John W

Internal Audit (3-5 directors)

Vera F Chair
Reilly K
Clinton M
Carolyn W

Nominating (all trustee directors)

Reilly K Chair
Cathi C
Deborah K
Carolyn W

Ad-Hoc Intellectual Property

John W Chair
Clinton M
Carolyn W

Strategic Planning

Clinton M

AAWS Nominating Committee

MARCH

Highlights-

The committee gathered all the Actions and Resolutions passed from 2010 to 2022. This document is now available on the Dashboard.

Recommendations- The board unanimously approved the following recommendations presented by the Nominating committee.

- **The AAWS Nominating Committee recommends to the AAWS Board that the draft Composition, Scope, and Procedure (noting the addition of Item 11, which was to ensure quarterly updates of the AAWS Actions and Resolutions document by the AAWS Nominating Committee) to be approved.**

JUNE

Recommendations- The board unanimously approved the following recommendations presented by the Nominating committee.

- **The AAWS Nominating Committee recommended to the AAWS Board that Pamela P be appointed to the position of secretary of AAWS, Inc.**

JULY Highlights-

The committee will be interviewing two Regional Trustees for a position of AAWS Director.

AAWS Technology/Communication/Services Committee

JUNE

Approvals-

The draft Terms and Conditions for Meeting Guide and updated Terms and Conditions for the website were thoroughly reviewed and edited by our attorneys. A motion to adopt the Terms and Conditions for both the Meeting Guide App and Website was approved.

Recommendations- The board unanimously approved the following recommendations presented by the Technology and Communication Services committee.

- **The TCS Committee recommended to the AAWS Board that the Terms of Use policy for the Meeting Guide app included in the Content Use Policy be adopted.**
- **The TCS Committee recommended to the AAWS Board that the Analytics Working Group Progress Report be forwarded by AAWS to the trustees' Committee on Public Information.**
- **The TCS Committee recommended to the AAWS Board that the 2023 first quarter LinkedIn report be forwarded by AAWS to the trustees' Committee on Cooperation with the Professional Community.**
- **The TCS Committee recommended to the AAWS Board that the 2023 first quarter reports on Website, Meeting Guide App, YouTube, Google Ads, Online Business Listings and Podcast be forwarded by AAWS to the trustees' Committee on Public Information.**
- **The TCS Committee recommended to the AAWS Board that the updates to the AAWS GSO Digital Analytics Policy be adopted.**

JULY

Highlights-

The Data Integrity Project has continued to make good progress. Of the initial 7,872 individual duplicate email accounts, Member Services cleaned up 4,876 position holder duplicate email accounts.

Multiple reports are being forwarded to Trustees PI, Trustees CPC and Trustees International regarding review of the 2023 Second Quarter LinkedIn, Website, Meeting Guide App YouTube, Online Business Profiles and Podcast Reports.

AAWS Publishing Committee

MARCH

Recommendations- The board unanimously approved the following recommendations presented by the Publishing committee.

- **The AAWS Publishing Committee recommended to the AAWS Board to move forward with an increase on list prices of all e-Books English, French, and Spanish language effective April 3, 2023, with modifications to the price listing of the following titles: Twelve Steps and Twelve Traditions, Experience, Strength & Hope and As Bill Sees It.**

JUNE

Recommendations- The board unanimously approved the following recommendations presented by the Publishing Committee.

- **The committee recommended to the AAWS Board that the Publishing department proceed with the production and distribution of the book *Daily Reflections in Audiobook format*, English, French and Spanish language, to be sold at a list price of \$11.99, effective June 23, 2023.**
- **The committee reviewed and discussed the pricing suggestions provided by the Publishing Department to adjust the list prices of Audiobooks to align with the adjusted list prices of E-books implemented on April 3, 2023, and recommended to the AAWS Board to move forward with an increase on list prices of all Audiobooks in English, French and Spanish language as presented, effective July 1, 2023.**
- **The committee discussed and reviewed the 2023 General Service Conference-approved pamphlet “A.A. for the Older Alcoholic” options for printing provided by the Publishing department and recommended to the AAWS Board to move forward with the printing of this item in a new booklet perfect-bound format with a list price to be determined at the July 2023 meeting.**

JULY

Highlights-

Next steps with the Public Information Service Cards requested by the Trustees PI Committee are to make available on aa.org in digital template versions as soon as possible, and to produce them as new service material items for purchase in early 2024.

Recommendations- The board unanimously approved the following recommendations presented by the Publishing Committee.

- **The committee discussed and reviewed the pricing suggestions provided by the Publishing Department and recommended to the AAWS Board to move forward with the publication of the new Booklet format in English, French and Spanish of *A.A. for the Older Alcoholic—Never Too Late* at a list price of \$2.00.**

AAWS Internal Audit Committee

MARCH

Updates

The committee reviewed requests to management to define processes to identify and monitor related party transactions, conflicts of interest, ethics and disclosure policies and review an updated version of the policy to ensure that critical and confidential financial and other documents are protected. The committee is also looking at the Business Continuity and Disaster Recovery Plans with Human Resources to have a tabletop exercise to work through what happens if a disaster should occur.

JUNE

Updates

The committee completed a review of the AAWS Employee Handbook from the Human Resources Director. The next steps are to have the publishing team create a design for the cover. The committee reviewed the proposed Business Travel and Expense Policy and decided that the next steps will be to review the current AAWS staff, GV staff and Trustees/Non-Trustee Directors Business Travel and Expense policies and gather source documents to finish up the review.

AAWS Finance Committee

MARCH

Recommendations- The board unanimously approved the following recommendations presented by the Finance committee:

- The AAWS Finance Committee recommended to the AAWS Board that the December 2022 International Literature Fund activity report be forwarded to the trustees' International Committee.
- The AAWS Finance Committee recommended to the AAWS Board that the December 2022 World Service Meeting Fund activity report be forwarded with amendments to the trustees' International Committee.

JUNE

Recommendations- The board unanimously approved the following recommendations presented by the Finance committee:

- The AAWS Finance Committee recommended to the AAWS Board that the International Literature Fund activity report ending March 31, 2023, be forwarded to the trustees' International Committee.
- The AAWS Finance committee recommended to the AAWS Board that the World Service Meeting Fund activity report ending March 31, 2023, be forwarded to the trustees' International Committee.

JULY

Recommendations- The board unanimously approved the following recommendations presented by the Finance committee:

- The AAWS Finance committee recommended accepting the proposed budget reforecast 3.0 and be forwarded to the Trustees Finance & Budgetary Committee.
- The AAWS Finance Committee recommended to the A.A.W.S. Board that the International Literature Fund activity report ending June 30, 2023, be forwarded to the trustees' International Committee.
- The AAWS Finance committee recommended to the A.A.W.S. Board that the World Service Meeting Fund activity report ending June 30, 2023, be forwarded to the trustees' International Committee.

Report- The GSO July unaudited financial report revealed that revenue is in a favorable position compared to budget.

Revenue- Operating revenue is 7% more than the year to date (YTD) budget. YTD contributions are \$4,839,110 which represents 102% of the YTD budget of \$4,725,000 and is \$172,538 (3%) less than last year. YTD gross literature sales are \$7,877,177 which represents 108% of the YTD budget of \$7,314,000 and is \$2,112,271 (37%) more than last year. The variance to budget is due to greater than expected sales in March in anticipation of the April 3 price increase and strong sales in June. YTD literature gross margin is \$4,082,317 which is 112% of the YTD budget of \$3,657,000 and \$1,338,217 (49%) more than last year. YTD cost of goods sold (COGS) of \$3,850,154, which remains 48.8% of gross sales compared to a YTD budget of 48.0% and 46.4% last year. COGS is becoming more stable as it changed less than 0.1% from May to June.

Expense- YTD total operating expense before depreciation is \$8,979,567 which is 101% of the YTD budget amount of \$8,860,078 and \$1,348,512 (18%) more than last year. This variance is due to the variance in travel and meetings expense.

Surplus/Deficit- After depreciation, the YTD operating deficit is \$235,314 which compares favorably to a YTD budgeted deficit of \$769,718 but unfavorably to a deficit of \$114,399 last year. Including non-operating revenue and expense, the YTD overall deficit is \$209,082 which compares favorably to a YTD budgeted deficit of \$1,171,673 and a deficit of \$1,652,758 last year. The major YTD non-operating revenue is a gain of \$624,429 in the market value of the postretirement medical plan assets. This is a non-cash transaction. YTD non-operating expense is \$766,614. According to Generally Accepted Accounting Principles, the \$500,000 transferred from the Reserve Fund to Grapevine for app development is an expense for the GSB as the owner of the Reserve Fund. The same \$500,000 is revenue for Grapevine, so the revenue and expense cancel out to zero on consolidated financial statements.

Budget Reforecast- The reforecast 3.0 budget has an operating surplus before depreciation of \$907,069, which is a decrease of \$798,772 from the \$1,705,841 surplus before depreciation in the original budget approved in January. However, the reforecast surplus before depreciation is an improvement of \$1,530,107 from the \$623,038 deficit before depreciation incurred in 2022. After depreciation, the reforecast budget has an operating deficit of \$292,931 compared to a surplus of \$505,841 in the January approved budget and a deficit of \$1,807,432 last year.

AAWS Service Material Ad Hoc Committee

MARCH

The Service Material ad hoc committee outlined plans to bring each of the following six recommendations to fruition.

The Ad-Hoc committee on Service Material recommended to the AAWS Board redefine the broad term “service material” into subsets.

The Ad-Hoc committee on Service Material recommended to the AAWS Board that GSO develop a Standard Operation Procedure (SOP) for each subset.

The Ad-Hoc committee on Service Material recommended to the AAWS Board that GSO develop a service material matrix.

The Ad-Hoc committee on Service Material recommended to the AAWS Board that GSO revise the format and design of service material.

The Ad-Hoc committee on Service Material recommended to the AAWS Board to formalize a review and response process for when complaints are received about service material.

The Ad-Hoc committee on Service Material recommended to the AAWS Board an update the AAWS Publication Policy. (Dec. 2022)

AAWS Intellectual Properties Ad Hoc Committee

JUNE

The Intellectual Properties ad hoc committee was formed in the beginning of 2023. The purpose and scope of the ad hoc committee is to focus on reviewing past and current Intellectual Properties and copyright policies and practices. The committee’s plans are to map the policies and practices on a grid to provide ease of reference. Copyrighted material assets which have intellectual property related issues will be inventoried with broad governance.

AAWS Retirement Committee

JUNE

The board unanimously approved the following recommendations presented by the Retirement committee.

- **The A.A. Employees Retirement Committee recommended that the AAWS Corporate Board Amend/Correct the Plan Document for the 403(b) Plan to Eliminate the Exclusion of re-hired employees from eligibility for the employer matching contribution.**
- **The A.A. Employees Retirement Committee recommended that the AAWS Corporate Board adopt the updated Composition, Scope, and Procedure for the Employees Retirement Committee, approved by the Committee on March 6, 2023.**

AAWS Additional Board Action

JUNE

**The AAWS Board managed General manager, Bob W annual review.
Background material for the review included:**

- AAWS Board and General Service Board GM Performance surveys from January 2023
- 360 reviews of the GM by peers, direct reports, and employees from June 2023
- GM’s list of goals for July 2022- June 2023

The seated chair, immediate past AAWS Chair, and Interim GSB Chair conducted the annual review with Bob on June 16, 2023, noting areas of accomplishment and areas requiring attention. The chairs expressed deep appreciation for Bob’s stewardship of the General Service Office over the past year.

AAWS Strategic Planning

MARCH

The AAWS Strategic Planning has divided into three major categories:

People and Culture: Provide an effective, productive, and positive work environment consistent with the mission of A.A. and our spiritual principles while working toward the well-being and safety of staff in their support of the Fellowship.

Governance: Bring clarity regarding effective roles and responsibilities of the trustee members and directors of our AAWS, AAGV, and General Service Board, their committees, and the staff and employees supporting these for our Fellowship.

Improving Communications: Deliver on an effective integrated communication strategy to engage the Fellowship, Boards, and staff with demonstrated improvement in listening and responsiveness.

JUNE

In June we discussed how we would like to structure our meetings and Implementation of strategic actions of the three categories (People and Culture, Governance, and Improving Communications).

AAWS New Director Orientation

JUNE

The AAWS New Director orientation was held on June 15th, 2023, at the General Service Office. Presentations were given by:

- **Sandra W - GSO Overview and How We Work Together**

Sandra 's presentation focused on AAWS recently affirming their fervent wish to build and maintain a culture characterized by respect, collegiality and professionalism coupled with the all-important attributes of tolerance, flexibility, and responsibility. The AAWS board respectfully requested that trusted servants with queries related to their trustee committee work route their communication through their trustee committee chair, and that trusted servants with queries related to GSO departments or workgroups route their communication through the chair of the AAWS committee which oversees that function. The goal is to foster collaboration and communication in a manner that supports our employees, Tradition 2 and keeps everyone well-informed.

- **Cathi C - AAWS Board Meeting Format and Structure**

In the months ahead, meetings associated with GSB weekends will be held on one day and more focused on committees and the General Manager's report including goals. Department reports will be provided on a requested basis or provided in the General Manager's report. Two-day Board meetings will be held in March, June and December and will include full department reports, committee meetings and strategic planning.

- **Bob W - AAWS Bylaws and Governance Documents**

- **AAWS Committee Chair Presentations**

Each of the AAWS committee chairs gave an overview of their committee's composition, scope, and procedures.

Alcoholics Anonymous World Services, Inc.

January – July 2023

Bob W General Manager

WHAT'S HAPPENING AT GSO

The latest news, views, and announcements

Since the last report to the GSB in January, the employees, and staff at GSO worked hard preparing for the General Service Conference and are now hard at work implementing the advisory actions from the Conference and carrying the group conscience of the Fellowship. Welcoming visitors individually and in groups ranging in size from small to large continues to be a highlight of the office. Whether local or worldwide, our guests have expressed gratitude and joy for the opportunity to tour the office, converse with employees, spend time in the Archives and, on Fridays at 11 a.m., attend and share at the regularly scheduled open A.A. meeting.

Archives

JUNE

- Monthly newsletter featuring A.A. history-related events launched in March 2023 and distributed internally to GSO and GV employees. The March issue featured a piece about the renowned March 1, 1941, article by Jack Alexander in "The Saturday Evening Post." In the April issue, we learned about the history of the publication of A.A.'s Big Book, first published on April 10, 1939. In the May issue, we wrote about the first meeting of A.A.'s co-founders on May 12, 1935, and the June issue celebrated A.A.'s 88th birthday, observed on June 10.
- Assisted five on-site researchers.
- A small update to GSO's Records Management Schedule was implemented in May; the new record series includes documents related to Bequests, added under the Staff Functions role. Other updates forthcoming to include functions of the Intellectual Property and Licensing department and Language Services department.
- Catalog 2023 General Service Conference Completed comprehensive catalog of recorded sessions. Preservation copies (wav format) of audio recordings completed and reference copies made (mp3 format). All 2023 conference committee background collected, reviewed, and digitally preserved. Conference-related materials (manuals, presentations, etc.) collected and preserved.
- A.A. Timeline on aa.org Timeline entries for the update to the Timeline on aa.org completed for the years 2018- 2019 and forwarded to Translation Services for French and Spanish translations.

Technology Services

JUNE

- Implementation of single sign-on for our VPN, PC, Outlook, Paylocity, and NetSuite has been completed.
- Data Integrity Project Input - 8,748 unknown home groups have been made inactive. (Inactive groups can still contribute from the online dropdown menu!)
- A board stakeholder committee has been formed for the new Board Software (Dashboard) project. The vendor selection process is underway and is expected to be rolled out by year end.

July

- Asset Repository Project was launched and expected to begin basic rollout. It will centralize a wide array of content across GSO into one place for easy access.

Publishing

JUNE

- Charlie D joined AAWS as Editorial Project Manager on March 13th. His position replaced a former role that was titled "Editorial Process Coordinator." This coordinator role has been restructured to include more specifics regarding project management and provides focus of continuous accounting of all publishing items including development of new items and changes to existing items. Charlie quickly determined that there were approximately 196 items that were not in distribution and the reasons why they were stalled. He has been able to swiftly return 96 items back into distribution and develop a clear picture of what remains out of distribution and why. A path will be determined to return each of these items to distribution as soon as possible. This is a key goal that was anticipated from our reorganization efforts and that we are now realizing.
- The Quebec Sign Language (LSQ) pamphlet project has been completed and is posted on AA.org.
- The report on digital distribution was given with eBooks audio trending 23.8% out of all digital Audio has been completed for *Daily Reflections* in English, French, and Spanish which will be announced to the Fellowship via email blast.

July

- Currently, 85 titles are not in distribution or backordered, however, 44 of these have either been approved to print or are activity in the reprint/revision process and will be back in distribution in approximately 30 days. The remaining 41 items are under review by Staff or the Publishing department to determine the next steps.

Operations

JUNE

- The Member Services Department is working closely with the Data Integrity Project working group and has begun work on data cleanup.
- Member Services officially launched “Service Standards” with guidance from HR Director, Dina F. and their Supervisors, Malini & Margaret. This was executed through several department meetings and full participation by all.

July

- The General Manager has been working closely with the Director of Operations, Malini S , to provide certain service kit contents in digital format through the use of QR Codes. This has allowed for the fulfillment of backorders of over 7,100 service kits since March 1st.

Communications

JUNE

- The format of the *Box 4-5-9* newsletter is being continually refreshed and distribution has been expanded to include the General Service Representative list. Currently, more than 60,000 members are receiving the newsletter.
- Frequently asked questions (FAQs) are scheduled to go live on aa.org this summer with all 102 FAQs fully translated into 3 languages.

Human Resources

JUNE

- Proactive in-house recruiting has saved approximately \$25,500 compared to budget.
- The Employee Handbook will be completed after a couple of policies are clarified. In the future the handbook will be updated each year.

July

- Dina is working closely with Bob, Sr. Management and the AAWS Board to develop new staffing levels and career pathing.

Finance

JUNE

- Adhering to the board approved policy that new audit firms are looked at every five years, requests for proposals have been sent to 21 audit firms.
- A new accounts receivable associate has been hired and will be charged with organizing accounts receivable data.

Staff Services

JUNE

- The department welcomed Regan F and has hired Kelley C whose employment will begin in September. Unfortunately, Regan decided GSO was not a good fit for her and will be leaving us next week. The search continues for two additional staff members. Of particular interest, we are now actively seeking candidates from Canada and are prepared to assist them with obtaining their work visa.
- Translation of the first 164 pages of the Big Book into Haitian Creole has been completed by an ad hoc committee. An active group in Haiti will participate in the reviewing process of the translation.
- Chapter 5, How It Works, has been sent out to be reviewed and copy edited.
- The three board chairs met with staff for discussion on the topic of how we can best work together with further discussions being looked forward to in the future.
- Sandra, Patrick and Bob had an International Convention site visit to Vancouver in early June. Several very qualified, excited, and exuberant members who have volunteered to stand as chairs of the welcome committee were interviewed. There will be continued information and communication with the Fellowship to keep the excitement for the International Convention at a high level. One communication being created is a flashy one-page newsletter dedicated to the 2025 International Convention. The newsletter will be featured in a GV podcast.

Language Services

MARCH

- The Language Services Request Form was launched on December 12, 2022, with great success. The form automatically populates onto Smartsheet centralizing and tracking the project's life cycle in one location.

JUNE

- The department welcomed a French translator, Clément B
- Language Services will be working on providing more data on the 550 language requests.

JULY

- They are currently defining guidelines and policies for all translations with a specific process and timeline for all Conference background and other related materials.

Translations, Licensing, and Intellectual Property

MARCH

- Meetings with 16 international GSO's via Zoom have been held to answer any questions regarding the translation and licensing process.
- Licensing inquiries transferred into TLC to date total 698 with 140 completed (40%), leaving 558 open.
- Hired 2 temporary workers to assist with licensing backlog clean up.
- Recruitment of an I.P. Coordinator is in progress to assist the fellowship with reprint requests, requests to adapt A.A.'s Twelve Steps and Twelve Traditions, the Big Book, and using A.A. materials in the movies, T.V., and similar productions.

APRIL

- Virtual launch of Translations Licensing Connection to the international community. Attendees included representatives from several GSO's, Literature Committees, international delegates, and some of our own trusted servants. We have also conducted additional virtual 1 on 1 meetings with various international structures to provide more training and to answer questions.
- Recruited and hired a full-time Intellectual Property Administrator who is responsible for handling the steady stream of requests.

JUNE

- Weekly virtual one-on-one meetings with other general service office structures have been held for training on how to use the new Translations Licensing connections. To date there are approximately 35 structures who have access to the Translations Licensing portal.
- Significant progress has been made regarding the Translations Licensing backlog since temporary employees were brought on. Licensing inquiries transferred into TLC to date total 853 with 347 completed (40%), leaving 506 open.

JULY

- TLC and is in use by 50 structures and is now the primary source of all correspondence and processing. All backlogged requests sent to TL.aa.org have all been successfully transferred into TLC. Currently there are 3 current emails in the TL inbox. Last year at this time there were over 3,000 emails in this inbox.
- Licensing inquiries from the start of this project to total 965. We have processed and completed 736 of these (76%), leaving 229. I feel confident the backlog will be current within the next 45 days or so.
- We are beginning to develop written policies and processes to ensure continued efficient execution of this function and keep current with all license inquiries.
- Development of IP and Copyright policies and processes are also in process.

General Manager

MARCH

- Communications have been distributed to the Fellowship covering topics such as the recent reorganization with the office and our international licensing services and the recent visit to the office by the three board chairs.
- The newly formed Language Services department completed the herculean task of translating (French and Spanish) Conference documents both pre-Conference and during Conference.
- Performance management deployed office wide through reviews of all employees.

MAY

- Welcomed new Executive Assistant Pamela P in May.

JULY

- Shared my goals for the next several months with the AAWS Board.

TRAVEL

- Grateful for the opportunity to travel and connect with the Fellowship. These trips have been very much appreciated by members who have expressed their gratitude for what the office does and what our structure does for AA all around the world. Looking forward to meeting with the Fellowship at S.E. Regional Delegates Get Together, Mexican National Convention, and A.A. Great Britain.
- **NERAASA**- February 24-26
- **Area 86, Western Ontario Assembly**, March 31- April 2
- **AA Great Britain Conference**, York, England, April 12-17
- **Oklahoma State Conference**, May 19-21
- **AI-Anon** –International Convention in Albuquerque, NM, June 30-July2.
- **Sub Saharan South Africa Service Meeting (SSASM) –Virtual** June 30-July 2. Racy J. also attended the meeting in its entirety. I delivered a presentation on licensing and translations as well as reported on the International Literature and World Service Meeting Funds. Racy presented on “County to Country Sponsorship”. Both presentations were well received and specific mention of gratitude for the investment and focus our structure has made to improve our translation and licensing services.
- **Asia Oceana Service Meeting (ASOM)** –July 6-9 in Nadi, Fiji. Racy J. and I attended. I delivered a presentation on licensing and translation and the International Literature and World Service Meeting Funds which was very well received.

AA GRAPEVINE

A.A. Grapevine, Inc.
Report to the General Service Board
Monday, July 31, 2023
Paz P **Chair**

The AA Grapevine Board of Directors met three times since the General Service Conference. A new director's orientation planning meeting and executive session on June 24, 2023, a quarterly meeting and executive session on July 27, 2023. The Nominating and Governance committee met virtually on June 5. Finance and Budget committee met on July 4 and Strategic Planning committees did not meet this quarter.

Overview: We have not been able to get our financial reports to an acceptable state and cannot provide financial reports to the Grapevine Board or the Trustees Finance Committee at this time. The board has announced the position of Non-Trustee Director and have received 11 resumes to date. We anticipate to reach a decision by the October Board meeting. The deadline for resume submissions is September 15, 2023. The app's beta testing to evaluate its performance has concluded, and the web developer is now working to fine-tune minor details. The board plans to make an official launch announcement at the International Conference of Young People in AA (ICYPAA) in San Francisco and the U.S. and Canada Hispanic Convention in Seattle on September 1, 2023. Grapevine's podcast has over 530,000 downloads.

New Director's Orientation:

The Grapevine Board met on June 24, 2023, for orientation and board meeting. We welcome Morgan B. as a Non-Trustee Director, Teddy W., as a Non-Trustee Director, and Joyce S. as a Trustee Director. At the orientation presentations were made on the following: An overview of the AA Grapevine, Inc., including staffing, editorial and various AAGV, Inc. books and products, vendor partnerships and roles and responsibilities of trustees and non-trustee directors.

Board Meeting:

During its June 24 Planning meeting the board was updated by the Publisher on the following:

- App vendor fine tuning app and APIs (application programming interface) with website developer.
- In June the App started being tested to evaluate its performance by the Publisher and the Digital Team, then the Board and the GV & LV Conference committee, the Editorial Advisory Boards, GV & LV Area Chairs and volunteers. July was the deadline for corrections and suggestions. August Back to vendor for final fixes.
- App will launch in September 1, 2023.
- Digital Publishing manager setting up accounts with Apple and Google app stores; accessing Google Analytics through website vendor.
- Staff making plans to attract members to the apps with all-media blitz: Podcast, GV and LV Instagram (including video), Grapevine and La Viña News, above-fold block on the home page, top item on Daily Quote, YouTube Channel, e-mail blasts, Meeting Guide, Box 459.

- Publisher, Senior Editor, Board Members traveling to give presentations to regional forums and other large events. Encourage word of mouth from trusted servants to fellowship; ICYPAA will send email blast with app survey invite prominently displayed.

Our fulfillment house conversion is complete. Grapevine, web developer and fulfillment house shoring up subscription and product ordering automation.

Staff participated with GSO on outing to the Metropolitan Museum of Art on May 30 and GSO Founder's Day celebration on June 14; Publisher and Director of Operations attended Board chair's meeting with GSO staff on June 14.

The Grapevine Board agreed to hold a virtual Planning meeting on September 9, 2023.

The board received activity reports from office operations, Grapevine and La Viña editorial, production, digital communications, and customer relations.

AA Grapevine, Inc. Financial Report

We have not been able to get our financial reports to an acceptable state and cannot provide financial reports to the Grapevine Board or the Trustees Finance Committee at this time. The controller, treasurer and publisher are resolving important questions regarding subscription income, cost of goods sold and inventory to be sure the numbers are accurate.

We are meeting with our representatives at PSA, our magazine fulfillment house, next week and that will help sort out some of these open items.

Board Committee Activity:

Finance and Budget:

The chair of the Finances and Budget committee discussed with the board the plan to produce our Q2 financial report for board review and discussion. The board is being updated by the GV Controller, Publisher, and Chair of the Finances and Budget committee. More information will be provided as it becomes available.

Nominating and Governance:

The chair reported that the committee met virtually on June 5, 2023. The meeting's primary goal was to begin recruiting for the Non-Trustee Director position currently held by Cindy F , whose term ends in April 2024. The committee reviewed and made minor administrative changes to the recruitment letter, which will be in Box 459 and will be available in August 2023. The Director resume form and Non-Trustee vacancy were sent to for distribution to the AAGV website, AAWS website, and Meeting Guide App. A link to the announcement will also appear in the August GV News (release on July 15), September GV News (release on August 15), and September/October LV News (release on August 15).

All documents will be in the three official languages. The deadline for resumes is Friday, September 15, 2023. The committee will review and start interviewing 5 candidates after which 3 will be chosen for interviews. We anticipate making our decision by the October board meeting. As of July 27,

2023, 11 resumes have been received.

Strategic Planning: The chair requested that the board meet for Strategic Planning during the October 27, 2023, quarterly board meeting and again during the December 9, 2023, virtual Strategic Planning meeting. The board agreed.

Ad hoc App Roll Out: The chair reported the committee had not met but has been in close contact with the Publisher for the app development. The App roll out will take place at ICYPAA (San Francisco, CA) and the US and Canada Hispanic Convention (Seattle, WA) both on SeptP1 – 4, 2023. The Ad hoc committee Chair, Publisher and Director of Operations will be meeting with the ICYPAA Grapevine team to discuss further details. The LV editor and AAGVB Chair will be working with the US and Canada Hispanic Convention host committee to finalize details of participation.

Ad hoc 2025 Convention: The chair reported the committee had not met. Plans are underway to schedule a meeting to discuss CSP, commemorative item and develop a list of asks to present to the GSO International Convention desk.

Editorial Advisory Board: The GVEAB met on June 8 and a new member from the West Coast region has been added. LVEAB met on July 22 and have been testing the App.

Management report: The Publisher reported the following:

- ICYPAA email blasted announcement to their list with app survey invite prominently displayed; survey vendor collecting data so we can use feedback in apps and marketing efforts.
- Grapevine, web developer and fulfillment house shoring up subscription and product ordering automation; coordinating efforts between app vendor, web vendor and fulfillment house, for smooth transitions of current digital customers to app.
- App subscription’s plan is for three subscription types:

	Monthly subscription	Annual subscription
GV DIGITAL Subscription. Includes the app and full access to the GV website	\$2.99	\$28.97
GV PRINT Subscription. Paper magazine only		\$28.97
GV COMPLETE Subscription. Includes the app, full access to the GV website and paper magazine		\$54.00
	Bimonthly subscription	Annual subscription
LV DIGITAL. Subscription. Includes the app and full access to the LV website	\$2.99	\$14.45
LV PRINT Subscription. Paper magazine only		\$14.45
LV COMPLETE. Subscription. Includes the app, full access to the GV website and paper magazine		\$27.00

- GV Office will meet with Area Chairs for a follow up with the app in the middle of September.
- GV Publisher and Ingram have performed an inventory review and we will hold 12 months of inventory across most titles will results in a roughly \$100k non-cash charge for inventory write down.
- Book Price increase started on January 1, 2023.
- Spring book is an updated version of *The Home Group: Heartbeat of AA*, with new stories, including stories about going online during pandemic.
- The Fall book is a Spanish translation of *Prayer and Meditation*; Ingram inventory reduction plan sent to Grapevine Board for feedback at board meeting.
- Podcast: Over 530,000 downloads.
- Developing ideas for new story-based podcasts for Grapevine and La Viña.
- Instagram: Grapevine 10,600 followers, 835 non-followers reached in last 30 days. La Viña 1,351 followers, 277 non-followers reached in last 30 days.
- YouTube: 11,000 subscribers, 107 videos with 157,222 views.
- Grapevine and La Viña News appearing monthly on the Meeting Guide App.
- App stories to be in Grapevine and La Viña magazines and on the Grapevine's podcast; GV.
- Staff will participate with GSO on outing to Rye Playland on August 17
- Publisher active on the GSO Senior Management team, the Intergroup Central Office team, advisor to Trustees Ad Hoc on Intellectual Property, Retirement Committee, and Location Plus ad hoc committee; Director of Operations working with GSO translation and licensing to stay updated on AAGV requests.
- Grapevine Area Chair Workshop held on June 29 with good attendance.
- GV Customer Relations and new fulfillment house Customer Service relationship is productive.
- Fulfillment house and warehouse importing of store orders set-up complete; online store updates ongoing.
- Carry the Message certificates processed to date: 1,137.

Grapevine Editorial Report: The senior editor reported:

Recent Grapevine magazines released:

- JUNE — Our “Twelve & Twelve” book –70 Wonderful Years!
- JULY Annual Prison Issue.
- AUG— AA in the Military—done—out now.
- Grapevine magazines currently in production and on schedule:
 - SEPT— Young & Sober & New GV/LV Apps!—done, printing.
 - OCT—Mid-Sobriety Challenges—proofing.
 - NOV—Gratitude—stories edited, art meeting.
 - DEC—Remote Communities & Holiday Stories—stories being edited.
 - JAN—Emotional Sobriety—stories being selected.
- *Our Twelve Steps*—New Spring Book— a brand-new collection of stories from AA members about the joys and challenges of working the program’s Twelve Steps of recovery.
- Podcast – working with hosts to connect with interview subjects from current stories in magazine and important GV & LV information.
- Audio Project: New push to get members involved and get more audio stories.

- Publishing more AA News and interviews with Class A & B Trustees and important AA announcements (working closely with GSO staff desks).
- GV Workbook- New colorful, updated version completed, easier for GV Reps to use, easier to keep updated, drives members to our website — now up on the GV website –Spanish-Language version up on LV website.
- 2024 Editorial Calendar available.
- Constant update on all product descriptions to improve metadata; early work is being done on 2025 International Convention product.

La Viña Editorial Report:

In addition, the editor of La Via has been hosting a monthly informational workshop in Spanish by Zoom, which has been well attended. The informational workshop will be held by Zoom on the last Friday of each month at noon (EST time), ID: 815 9593 1777.

Recent La Viña magazine released:

- July/August: La Viña “AA in Prison”; includes New book “*Prayer and Meditation*” coming soon ad.

La Viña magazines currently in production and on schedule:

- September/October: Tocando Fondo (Hitting bottom), includes Chris’s App interview in Spanish and the ad.
- Reviewing products, books, website, and updates.
- La Viña Workbook: Translated and uploaded to the website.
- Fall Book 2023: “*Prayer and Meditation*” at printer.

Web Report: The Digital Publishing manager reported monthly web traffic in the 2nd quarter averaged 104, 356 new visitors; 8,151 returning visitors and 283,343 page views. The Digital team has built 11 UTM codes to help track website traffic. Reviewing 30+ interactions/comments/feedback from App testing. Investigating upgrade for website hosting performance to serve additional traffic.

In addition to **approving** the Planning meeting minutes of March 11, 2023, the Board took the following actions at its meeting on June 24, 2023:

- **Accepted** the first quarter Grapevine financial report.
- **Accepted** the first quarter La Viña financial report.
- **Approved** the request from Peru to reprint and distribute *El Lenguaje del Corazón*.
- **Approved** the request from Columbia to reprint and distribute *Sobriedad Emocional*.

The AAGV, Inc. board of directors took the following actions at its quarterly meeting on July 27, 2023:

- **Approved** the minutes of the April 27, 2023, 73rd General Service Conference meeting.
- **Approved** the minutes of the April 29, 2023, Post Conference meeting.
- **Approved** the request from Germany to translate the *Traditions Checklist* to print and post

on their websites.

Travel/Events

May 6	Area 44 Grapefest	Virtual/NJ
May 20	Plenitud Magazine Anniversary	Virtual/Mexico City
May 26 - 28	Area 65 Texas State Assembly	Houston, TX
May 26 - 28	XXXIX Illinois Hispanic Convention	Rosemont, IL
June 2- 4	Northeast Regional Forum	Boston, MA
June 2 -4	NC Spring Assembly	Raleigh, NC
June 9 - 11	88th Founders Day	Akron, Ohio
July 21 - 23	LV 27th Anniversary	Wilsonville, OR