

DRAFT OSPA World Service Minutes – July 2026

Zoom URL: <https://zoom.us/j/95212590470> | Meeting ID: 422 277 0079

Date: Sunday, July 5, 2026

Time: 12:15 – 1:30 pm Eastern Time

Attendees:

- Katie (WSO secretary, Social Media Moderator, Vice Chair)
- Molly M (Web Administrator)
- Amy L (Literature Committee Chair, Treasurer)
- Jamie (Tax and Legal Committee, WSO Chair)
- Mark (WSO Host)
- Mera (Assistant Web Administrator, US Chip Representative)
- Sharon (Monday Meeting Representative)
- Jay
- Brenda
- Trinity

Absent:

- Emily N (Email Support)

1. Opening

- The meeting opened with the “We” version of the Serenity Prayer at 12:15 pm ET.
- A timekeeper was appointed and The 12 Traditions of OSPA were read.
- June 2026 meeting minutes were **approved (6-0 vote)**

2. Reports

- **Secretary**
 - OSPA WSO WhatsApp group has been updated to reflect new service positions. Still working on making sure only those holding positions are a part of group
ACTION: Katie to reach out to Cathryn
 - [Index of Motions](#) has been completed. However, there are motions that have been passed and have not been implemented.
 - Comment: **ACTION:** Secretary will continue to update index of motions
 - Comment: Index of motions has a lot of guidance and **ACTION:** should be explored by WSO officers (specifically: chip representative, social media moderator)
- **Treasurer**
 - NEW [tracking sheet](#)
 - Finances from June 2019 to the present (June 2026) have been logged.
 - A reflection section has been added to answer the questions “Are we actually self supporting?”

- Data includes: Net vs Operating Cost, Donations vs Last Month, Donations vs Last Year, YTD vs Last Year's Pace
 - PayPal account updated contact info has been submitted
 - Since June of 2019, OSPA has received an average of 7 donations per month. This is ~4% of the Friends of OSPA total members.
 - Comments: It has been mentioned that WSO donations have decreased since individual meetings have requested donations directly but data shows this is not true. The average number of donations to WSO has been consistent.
 - The Prudent Reserve has been increased to \$1464.81 to accurately reflect 12 months of operating costs. (Averaged from the total of last year's expenses.)
 - Recommendation to the ByLaws committee: add a clause for two additional officers to be listed as contacts on the PayPal account.
 - Recommendation: OSPA to open a high yield business savings account. We need ByLaws for bank account guidance.
 - Comments:
 - Is it our fiduciary duty to make sure our money is making money?
 - Cathryn's personal bank account is still being used
 - **ACTION:** ByLaws committee to address contact info on paypal account and bank account guidance
- **Web Administrator**
 - Statistics were presented (view [WSO Agenda: June 2026](#))
 - Contact sheet has been created and is being filled out by members.
 - The osparecovery@gmail.com email password will be updated (as motion was passed in March 2026). The new password will be distributed with use of the contact sheet.
- **Tax & Legal Committee:**
 - There are fellows no longer holding service positions (or no longer in the program) that are listed as officers of the cooperation. **ACTION:** Jamie will update this information.
- **Email Support:**
 - 2 emails from June- taken care of.
 - One newcomer, one current member.
- **Social Media Account Moderator:**
 - Stats were presented (view [WSO Agenda: June 2026](#))
 - **ACTION:** Molly to add a link to social media accounts so they can be accessed via users of the website.
- **Chip Representative:**
 - Chips have been sent to new chip representative (From Jamie to Mera)

- Currently only the US is being serviced and only with newcomer serenity chips. There are no chips for milestones right now.
- Mera is waiting on copyright approval to explore options of designing new chips.
- **ACTION:** Mera will reach out to Amy to get information on who we got to design the chips to begin with
- **Literature Committee**
 - The Committee is attending to the Welcome and Preamble revisions.
 - A Feedback survey was posted and announced in the Friends of OSPA
 - Received 18 responses total
 - Comment: 19% of the Friends of OSPA whatsapp members
 - The Committee is updating the 12 Qualifying Questions in preparation for a Newcomer pamphlet.
 - Received updated logos from Julie C., passed them to Katie for social media. **ACTION:** Katie to update social media profile pictures and banners.
 - Trademark Info: Application has been filed. No word as of yet
 - [Literature Planner](#) is available for viewing..
 - 3 pieces of literature in the cue for approval: *Guidelines for OSPA Literature*, *The Behavior Lists pamphlet*, *The Behavior Lists workbook*
- **Reports from Special Committees:**
 - ByLaws Committee:
 - There is a full working draft of Bylaws that is being reviewed by the committee. The committee is meeting regularly to review.
 - The goal would be to present the draft to WSO in August
- **Meeting Representative Updates:**
 - Monday Phone meeting
 - Comments: Small but mighty. The host has started to post in the Friends of OSPA group chat when the meeting is starting in order to increase engagement. There are 5 or so regulars that attend the meeting. It is the ONLY phone meeting
 - Thursday 7pm ET meeting
 - Met prudent reserve and will be passing additional funds up to OSPA WSO
 - Sunday 11am ET meeting
 - There is now a “birthday” meeting which takes place on the fourth Sunday of the month. Fellows are invited to celebrate a year or multiple years of abstinence. Please let script reader know prior to meeting that you would like to share.
- **10 minutes set aside for discussion of fundraising and outreach**
 - Update: A summer speaker series event has been planned for Saturdays July 18-August 8. A motion will be proposed for approval of event.

- **UNFINISHED**: Need to discuss a plan for this 10 minute of time set aside. Should there be an ending date? A recurring date?
- **ACTION**: Literature committee to work on a donations call out and a rewrite of the “Donate” page of the website to include where funds go.

4. Unfinished Business

- **Motion**: Guidelines for OSPA Literature (new) - for WSO approval (Submitted by Literature Committee)
 - NOT ADDRESSED
 - The order of motions was switched to address the procedure by which new OSPA literature is addressed (**ACTION**: ByLaws committee to address how order of motions can be switched)

5. New Business

- **Motion**: Establish a Review Process for New Literature as follows
 1. Any new literature proposed for WSO approval shall be introduced at one WSO meeting and shall not be voted on until a subsequent WSO meeting.
 2. At the meeting where the literature is first introduced, the Literature Committee will present the draft for informational purposes only; no vote will be taken. Following that meeting, the draft will be posted on the OSPA website, labeled "Draft Literature — Not Yet Approved," for a period of no less than 30 days. This review period allows fellowship members to read the proposed literature and submit written comments, questions, or suggestions to the Literature Committee.
 3. The Literature Committee will consider all feedback received and, at a subsequent WSO meeting, present either the original draft or a revised draft — noting any substantive changes made in response to fellowship input — before WSO votes on final approval.
 4. If the motion to approve fails, the Literature Committee may revise and reintroduce the literature. Any revised draft must restart this process from the beginning, including a new 30-day review period, before it can be brought to a vote.
- Mera proposed the motion and Molly seconded. The motion was open for discussion and the rationale for motion was read
- Comments:
 - Two fellows shared they thought the motion was a great idea
 - Someone asked, “would 30 days be enough?”
 - Discussion:
 - The phrasing is no less than 30 days so it can be up for review for longer if needed
 - A longer timeline might not necessarily equate to more engagement

- Literature has a potential to have a wide and deep impact on a fellowship, some fellowships take years to review their new literature.
 - The literature committee should have a say in the limits
 - For feedback on welcome and preamble, the deadline kept getting extended but did not necessarily make a large enough difference. The people who are going to respond are going to respond regardless of time constraints.
 - Draft literature could be read at literature meetings of OSPA to increase engagement.
 - The line “noting any substantive changes made in response to fellowship input,” is subjective. The literature committee would not be able to indicate every single change but could note changes that impact the meaning.
 - **ACTION:** Literature committee can look into “redmark” which shows changes made to a document.
 - The consensus was let’s put it in place and see how it works. Changes to the process can be proposed once we know what works and what doesn’t
 - Motion passed 7-0
- **Motion:** Use the WSO zoom account to host a summer speaker series as outlined [here](#)
 - Katie proposed motion and it was seconded. Discussion was opened.
 - Comment: can we also include adding it to the events page on the website?
 - **Motion Amended:** Use the WSO zoom account to host a summer speaker series as outlined [here](#), and post details on the events page of the OSPA website.
 - Comment: Would it be wise to withhold the audio to get more people to show up to the live events?
 - Discussion:
 - Some people cannot attend events on Saturdays for religious reasons
 - The speakers will choose if they want to record their audio and if they share it. Posting audio on the website is still in the works and will not be figured out for a few months.
 - Motion Passed 6-0
 - **ACTION:** Katie will distribute flyer to Friends of OSPA whatsapp and provide Molly the information to add to the website

6. Unfinished Business

- **Motion:** Designate any monthly Available Funds above the Prudent Reserve into buckets that will have a job. If an issue arises, the buckets can be redetermined. (Submitted by Treasurer)
 - Currently OSPA has:

- Prudent Reserve = One year's operating expenses (Zoom, website hosting/email/domain names, legal and taxes)
 - Font Fund = \$25/month for three years (Oct 2028) as reserve for unauthorized font use.
 - Available Funds = \$1373.46
- Suggestion to allocate:
 - Conference/Convention Fund: 40%
 - Literature Fund 25%
 - Technology Fund 25%
 - Flexible Fund 10%
- **Motion:** Set aside time in the agenda where OSPA WSO revisits at least one of its "Passed" motions from the new Index of Motions that are not being implemented, until they are completed. (Submitted by Amy)
 - There are 24 total from 9/1/2019-3/1/26 on the "Needs Review" tab.
 - Will have one of three outcomes:
 - Reviewed - Lapsed (time passed to do it)
 - Reviewed - Rescinded (revoke the motion)
 - Reviewed - Amended (change the motion)

7. Other Business

- The motions proposed to pass new literature have been removed from the agenda because of the passing of the motion today that established a new procedure for new literature.
 - The Literature committee will rework the *Guidelines for OSPA Literature* to include procedure steps.

8. Closing

- The meeting closed with the "We" version of the Serenity Prayer at 1:30 pm ET.
- **Next WSO Meeting Date: Sunday, August 2, 2026**

Action Items

- WSO members
 - Review index of motions for information about specific issues or procedures
- Katie
 - reach out to Cathryn about leaving the Whatsapp
 - Update logos on social media
 - Update index of motion
- Molly
 - Add instagram and facebook links to website
 - Add summer speaker event details to website
- Jamie
 - Amend officer positions of the corporation

- Mera
 - reach out to Amy about who made the chips to begin with
- Literature committee
 - Donations call out text and update donations page
 - Explore “redmark” to show changes to draft literature
- Bylaws committee-
 - Address the rule that the WSO meeting chair can change order of motions
 - Address paypal and bank account issues