

**Ballot for By-Mail Voting on Two Proposed Amendments to the RCA WSO Bylaws:
Sent to the Member Groups by Direction of the Delegate Couples
Voting at RCA 2007 Business Meeting**

February 18, 2008

I. Instructions for Submitting Your Ballot:

1. Your group's ballot must be received at the specified address in paragraph 2 below, no later than Friday, May 23, 2008.
2. The mailing address is:

RCA WSO
c/o Robert Frey
Post Office Box 2173
Walnut Creek, CA 94595-0173

3. **Please use two envelopes** to submit the ballot from your RCA Member Group.
 - a. On the inner envelope please **print the name and location of your group and have the inner envelope signed** by your Delegate Couple or your Group Contact Couple or a couple in your Group that has been authorized to submit the ballot from your Group.
 - b. The outer envelope should contain the above mailing address and your return address.
4. **Please ensure that you have used adequate postage.**

II. Notice Required by Applicable Missouri Law for Voting By-Mail:

Since there are no quorum requirements in the RCA WSO bylaws for voting by the delegate couples, the quorum requirements of the applicable Missouri law apply. The required quorum requirement is for voting by 10% of the member groups. This requires voting by at least 14 RCA member groups, given that there are currently approximately 140 RCA member groups. These counts will be updated with a final listing of eligible RCA member groups established by Friday, May 23, 2008.

III. Voting:

1. **Before voting, your group should review the information on each topic** that has been provided in the following document:

Notice to RCA Member Groups of By-Mail Voting on Two Proposed Amendments to the RCA WSO Bylaws: Sent to the Member Groups by Direction of the Delegate Couples Voting at the RCA 2007 Annual Business Meeting.

If your RCA Group has not received a copy of this document, you may download it from the RCA WSO website.

2. Please vote "yes," "no," or "abstain" on each of the two proposed Bylaw amendments that follow by checking the appropriate box at the end of each proposed amendment.

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I. Proposed Amendment 1. Modification of the Provision Covering No Successive Terms on the Board of Trustees

A. The following new provision was added to the Bylaws at the August 3, 2007, Business Meeting:

“4.1.5.1 Limitation on Terms. The following term limitations apply to service on the Board of Trustees:

- a. No RCA member shall serve more than two terms as a voting member of the Board of Trustees irrespective of the length of either term; that is irrespective of whether either term is the basic term of two consecutive annual conventions, the optional, extended term of three consecutive annual conventions, or a term of a lesser duration.
- b. Successive terms are prohibited: there shall be a separation of at least five consecutive annual conventions between the completion of the member’s first term as a voting member of the Board of Trustees and the commencement of the member’s second and final term as a voting member of the Board of Trustees.
- c. No RCA member shall serve as an alternate member of the Board of Trustees if that member is barred from serving as a voting member by the limitation on the number of terms or by the required duration between the two permissible terms of service.”

B. The delegate couples attending business meeting approved the following proposed amendment to this provision and voted to send the proposed modification to all the member groups for by-mail voting:

“Modify section 4.1.5.1 by deleting subsection a and renumbering and subsections b and c to become subsections a and b respectively and rewording the two retained subsections to eliminate any reference to the two-term limitation. So that section 4.1.5.1 would state:”

“4.1.5.1 Limitation on Terms. The following term limitations apply to service on the Board of Trustees:

- a. Successive terms are prohibited: there shall be a separation of at least five consecutive annual conventions between the member’s terms as a voting member of the Board of Trustees
- b. No RCA member shall serve as an alternate member of the Board of Trustees if that member is barred from serving as a voting member by the limitation on the required duration between the terms of service.”

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Vote on Topic 1: Please check one of the three boxes:

- Yes, our group approves of this amendment to the bylaws
- No, our group opposes this amendment to the bylaws
- Abstain, our group abstains from voting on this amendment to the bylaws

The vote required for passage is 75% of the total of the yes and no votes.

II. Proposed Amendment 2. Establishment of An Independent Ethics Committee:

A. The original proposal considered at the August 3, 2007 business meeting did not receive the required 75 percent vote. The delegate couples at the business meeting modified the proposed amendment and voted to send the modified provision to the member groups for by-mail voting.

B. The modified provision would add to the bylaws a new Article which reads as follows:

“Article VII: Ethics and Twelve-Traditions Committee

- 7.1 Independence:** The Ethics and Twelve-Traditions Committee (hereafter Ethics Committee) is established as an independent committee within the World Services Organization; that is, it is independent from the WSO Board of Trustees and reports directly to the Fellowship.
- 7.2 Purpose:** The purpose of the Ethics Committee is to provide a forum for any member of the RCA fellowship to file a grievance or complaint, without any fear of prejudice, reprisal, or retaliation, about any matter involving the WSO organization or any of its organizational elements (including the Board of Trustees) or any individual providing service within the WSO. Matters within the scope of the Ethics Committee’s responsibility include grievances and complaints regarding personal matters as well as matters involving ethical concerns or alleged violations of the Twelve Traditions of RCA. As a support to acting within the 12 Traditions, the Ethics Committee can also be used as a forum for the Board or a member of the Board to address an issue with any RCA member that has been irresolvable.
- 7.3 Objective:** It is anticipated that there will be infrequent need for an RCA member to present any matter to the Ethics Committee, with the very existence of the committee serving as a restraint on those in authority or those providing service within the WSO. The intent is for the existence of the committee to discourage any unjust or improper use of that authority and any other unjust or improper action within the WSO. Whenever

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requested by a Board member or RCA member, the Board will refer a matter to the Ethics Committee for review. The discretion of a review will lie with the Committee, not the Board.

- 7.4 Notification to the Board of Trustees and the Fellowship.** The Ethics Committee shall provide notification to the Board of Trustees and the Fellowship of all matters that are brought to its attention to the extent the committee deems notice to be appropriate.
- 7.5 Conflict Resolution and Mediation:** The Ethics Committee shall attempt to resolve all matters brought before it using those conflict resolution methods it deems appropriate. When it deems it appropriate, the Ethics Committee may request that a qualified RCA member serve as a mediator in the resolution of a particular conflict.
- 7.6 Communications with the Fellowship:** The Ethics Committee shall have the availability of all means of communications with the fellowship that are available within the WSO including: newsletter notices; the sending of materials directly to the GCCs for each member group; and the posting of materials on the RCA WSO website.
- 7.7 Annual Report:** The Ethics Committee shall submit an annual report to the fellowship at the annual business meeting.
- 7.8 Ethics Committee: Composition; Qualifications; Election; and Term of Office.**
- 7.8.1 Composition:** The Ethics Committee shall consist of three RCA members.
- 7.8.2 Qualifications:** RCA members serving on the Ethics Committee shall meet the following qualifications:
1. An active member of RCA with at least 12 months as an active member in RCA.
 2. A former board member shall not be eligible to serve on the committee until at least three consecutive RCA conventions have passed since service on the board was concluded.
- 7.8.3 Election:** Members of the Ethics Committee shall be elected at the annual business meeting following the same procedures used to elect members of the Board of Trustees.
- 7.8.4 Term of Office:** The term of office for committee members shall be three consecutive RCA annual conventions. The terms of the three members of the committee shall be staggered so that one new member is elected at each convention. Any member elected to fill a vacant position on the committee shall be elected to the remaining portion of the term of member whose departure created the vacancy. To establish the staggered terms (with one new member elected to the committee at each convention, beginning with the second convention of the committee's operation): the initial three members elected to the committee will have terms of two consecutive conventions, three consecutive

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conventions, and four consecutive conventions respectively. After these initial terms are completed, all subsequent terms shall be limited to three consecutive conventions.

7.8.5 Successive Terms: No RCA member may serve successive terms on the committee. There must be a gap of at least five consecutive conventions between terms on the committee.

7.9 Policies and Procedures: The committee may establish policies and procedures to guide its operations. Any policies and procedures adopted by the committee shall be made available to the fellowship.

7.10 Subcommittees: The committee is authorized to establish any subcommittees it deems appropriate.”

Vote on Topic 2: Please check one of the three boxes:

- Yes, our group approves of this amendment to the bylaws
- No, our group opposes this amendment to the bylaws
- Abstain, our group abstains from voting on this amendment to the bylaws

The vote required for passage is 75% of the total of the yes and no votes.