

CoDA Service Items

Motion Key: 4890 **Number:** 17017 **Item Type:** MOTION **Date:** 10/12/2017

Vote: UNANIMOUS

Committee: Translation Management

Member Names: Crystal

Subject: Make changes to Part 5 of the Fellowship Service Manual in the CoDA Standing Committees sections

Description:

Translation Management Committee (TMC)

Replace under Function:

The Translation Management Committee designs and manages the process by which CoDA Conference Endorsed Literature is translated

The Translation Management Committee communicates with CoDA entities who want to carry the message worldwide using CoDA Conference Endorsed Literature

With:

The Translation Management Committee in conjunction with the CoDA Board of Trustees designs and manages the process by which CoDA Conference Endorsed Literature is translated

The Translation Management Committee communicates with CoDA entities and /or individuals who want to carry the message worldwide using CoDA Conference Endorsed Literature

Intent:

To improve the information in the FSM related to the Translation Management Committee

Remarks:

When the FSM was restructured last year Part 1 became summary level information related to CoDA structure and other things that would be of interest to the average member of the CoDA fellowship. Further details related to those items plus other things that did not fit into any of the other parts were included in Part 5. This is why there is a very short description for each committee in Part 1 and more details for most committees in Part 5.

PROS - NONE

CONS- NONE

CRAFTING - YES - NONE

VOTE - 36 in favor; 0 against; 0 abstentions Approved unanimously

Motion Key: 4891 **Number:** 17018 **Item Type:** MOTION **Date:** 10/12/2017

Vote: WITHDRAWN

Committee: Literature

Member Names: Alyse

Subject: Whenever a service item is endorsed by the CSC, that the SS Committee incorporates that item into the FSM and replaces the earlier version.

Description:

We move that whenever a service item (new or revised) is endorsed by CoDA Service Conference, that the Service Structure Committee is directed to incorporate any new or revised service piece into the appropriate section of the FSM, replacing the earlier version.

Intent:

To improve the information in the FSM related to the Translation Management Committee

Remarks:

Motion Key: 4892 **Number:** 17019 **Item Type:** MOTION **Date:** 10/12/2017

Vote: UNANIMOUS

Committee: Literature

Member Names: Alyse

Subject: Amendment to the CoDA Literature Committee description in the Fellowship Service Manual, Part 5, Section 3

Description:

We move that the CoDA Literature Committee description in the Fellowship Service Manual, Part 5, Section 3, be amended so that the first paragraph reads:

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The CoDA Literature Committee's (CLC) function is to create and facilitate the development of new literature and service items written by and for the Fellowship of Co-Dependents Anonymous. CLC updates and edits existing pieces as endorsed by CSC. CLC also proofreads items before CoRe publishes or reprints them. The CLC encourages members and groups to contribute ideas and written material for consideration.

This proposed text above replaces the current first sentence, which currently reads:

The CoDA Literature Committee's function is to encourage and facilitate the creation of new literature written by and for the Fellowship of Co-Dependents Anonymous.

The rest of the committee description remains unchanged.

Intent:

To update the CLC committee description, to show that we edit and proofread, as well as write, service items and literature

Remarks:

PROS - NONE

CONS - NONE

CRAFTING - YES

VOTE - 35 in favor, 0 against, 0 abstention. Motion passes unanimously.

Motion Key: 4893 **Number:** 17020 **Item Type:** MOTION **Date:** 10/12/2017

Vote: UNANIMOUS

Committee: Events

Member Names: Yvonne

Subject: Change the current CoDA Events Committee description(s) in Fellowship Service manual Part 1, Section 02 pg 13 and Part 5, Section 03, page 7.

Description:

Change the current CoDA Events Committee description(s) in Fellowship Service manual Part 1, Section 02 pg 13 and Part 5, Section 03, page 7.
FSM Part 1, Section 02, Page 13

CURRENT DESCRIPTION

CoDA Events Committee (CEC)

The CEC accepts and reviews all bids for the upcoming International CoDA Convention (ICC). Bids may be submitted 2 years prior to scheduled ICC and no later than 9 months prior to ICC. Present to the Fellowship at the CoDA Service Conference and International CoDA Convention: the dates, location and proposed budget for following Events.

NEW DESCRIPTION

CoDA Events Committee (CEC)

CoDA Events Committee has a variety of duties revolving around the organization and management of the annual CoDA Service Conference (business meeting) and International CoDA Convention (workshops and speaker meetings), also known as the CSC and ICC. These duties include recommending and securing the date, location and hotel in conjunction with the CoDA Board. The CoDA Service Conference (CSC) and International CoDA Convention (ICC) will be announced two years in advance.
Part 5, Section 03, page 7

CURRENT DESCRIPTION

CoDA Events Committee (CEC)

Accept and review all bids for the upcoming International CoDA Convention (ICC). Bids may be submitted 2 years prior to scheduled ICC and no later than 9 months prior to ICC. Present to the Fellowship at the CoDA Service Conference and International CoDA Convention: the dates, location and proposed budget for following Events."

NEW DESCRIPTION

CoDA Events Committee (CEC)

Committee History

Motion 9046 was brought and passed by the Fellowship to merge the "CSC" - CoDA Service Conference (business meeting) and the "convention" (workshops & speaker meetings), beginning in 2010. This would benefit the CoDA Fellowship by: 1) exposing the Fellowship to CoDA World Service and opportunities to do service work beyond their local communities, 2) giving CoDA Delegates, Board Members, and Committee Members the ability to attend both events during the same week; saving time and expense, and 3) allowing CoDA to consistently bring workshops and speaker meetings to a new CoDA community each year; helping those who are still suffering from co-dependence. To find out how to participate, please contact events@codas.org.

Committee Responsibilities

CoDA Events Committee has a variety of duties revolving around the organization and management of the annual CoDA Service Conference (business meeting) and the International CoDA Convention (workshops and speaker meetings), also known as the CSC and ICC, respectfully. In conjunction with the CoDA Board, CoDA Events Committee recommends the date, location, and hotel. The CoDA Service Conference (CSC) and International CoDA Convention (ICC) is announced two years in advance.

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Committee Duties

- Send announcements to fellowship communities to create interest in hosting the CoDA Service Conference (CSC) and International CoDA Convention (ICC) in their community.
- Accept and review all host applications. Bids may be submitted 4 years prior to scheduled CSC/ICC and no later than 2 years prior to CSC/ICC.
- Recommend the date, place and hotel in conjunction with the CoDA Board for CSC/ICC. The date and location, avoiding major federal holidays and religious holidays, will be announced two years in advance.
- Organize and manage all activities necessary for successful event, including: secure hotel, secure facilitator, select speakers and workshop facilitators, manage and report registration, create and distribute agenda and program, oversee meeting room setups, oversee food and beverage, address attendees issues and needs, copy and distribute revised motions, reports, budgets and other materials during business meeting, secure taper to record workshops and speakers, secure necessary equipment, review all invoices for accuracy, and facilitate board elections.
- Conduct and report survey findings to improve future events.
- Collaborate with the Hosting CoDA Community.
- Ensure Hosting CoDA Community understands and receives their Travel Reimbursement Opportunity (TRO).
- Maintain CoDA Events Committee Policies and Procedures Manual and other CoDA Events Committee planning guidelines e.g. forms, tools, key documents and procedures to ensure continuity.

Intent:

Correct and complete the description in FSM for the CoDA Events Committee.

Remarks:

PROS - NONE
CONS - NONE
CRAFTING - NONE
VOTE - 27 in favor, 0 against, 0 abstention - passed unanimously.

Motion Key: 4894 **Number:** 17021 **Item Type:** MOTION **Date:** 10/12/2017

Vote: 2/3 Vote

Committee: Events

Member Names: Yvonne

Subject: Change the current FSM "Procedures for Submit CSC Items in Part 4, Section page 10 of the Fellowship Service manual.

Description:

Change the current FSM "Procedures for Submit CSC Items in Part 4, Section page 10 of the Fellowship Service manual.

FSM Part 4 pg 10. Title: Procedures for Submitting CSC Items:

Bullet #1 Currently Reads:

All Motions will submitted to the Events committee and to the Webmaster in electronic form no later than 60 days before the start of conference.

--Request change

All Motions will be emailed to submitcsc@coda.org no later than 75 days before the start of conference with revisions allowed for up to 60 days before the start of conference.

Bullet #3 Currently Reads:

All Reports, Goals, and Budgets will be submitted to the Events committee and to the Webmaster in electronic form no later than 30 days before the start of conference. Budgets will also be submitted to the Finance Committee at the same time.

-Requested change

All reports, goals and budgets must be emailed 30 days before the start of the conference. All reports and goals will be emailed to submitcsc@coda.org. All budgets will be emailed to budget@coda.org no later than 30 days before the start of conference.

Bullet #7 currently reads

The delegate package will be available on the website and notification of availability (via email blast) distributed no later than 50 days prior to the start of the CSC. If paper copies are required for people without internet availability, they must be mailed no later than 50 days prior to the start of conference.

--Request change

The bylaw motions, motions, and Voting Entity Issues will be posted on coda.org website and email notification of availability will occur no later than 75 days prior to the start of the CSC. It is the responsibility of the delegate(s) to track and obtain all changes which are posted on the delegate webpage. Hard copy of the delegate packages will not be available at the CSC.

All reports and goals will be email to submitcsc@coda.org and all budgets will be emailed to budget@coda.org no later than 30 days before the start of conference.

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Intent:

Update procedure to reflect how it is currently being done.

Remarks:

PROS - 1) For this since it helps to refine the process and can change a few things in crafting to make it a better motion. 2) in favor as a previous delegate. The sooner it gets out the better for delegates to look over. Could create the Fellowship forum in that 15 days in between. The Deadline helps delegates not to have any changes that they are confused with when they get to CSC. 3) For the motion so it would match what is in the FSM for a time for revision. Can give feedback with Fellowship Forum.

CONS - 1) Feel this is a good idea to move to 75 days, but on the 60th day no further changes. Think that is a mistake. We did the Fellowship Forum and gave us time to talk about the motions and make changes. 2) Against way it is written, and would like to see crafting. Passed a VE motion for 60 days, maybe thought out a little more. 3) Feels the revisions and crafting has to be provided for as extensively as possible.

CRAFTING - YES; did not change - voted on as submitted

VOTE - 25 in favor, 8 opposed, 2 abstention - Motion passed 2/3

Motion Key: 4921

Number: 17112

Item Type: ACTION

Date: 10/12/2017

Vote:**Committee:****Member Names:**

Subject: 2017 CSC Day Three Start and End

Description:

2017 CSC started at 9:20am on Thursday, October 12, 2017 with 36 delegates and 24 is a quorum. CSC Day Three

CSC adjourned at 4:28pm

Intent:**Remarks:**

Motion Key: 4922

Number: 17113

Item Type: MOTION

Date: 10/12/2017

Vote: UNANIMOUS

Committee:**Member Names:**

Subject: Motion to Approve 10/11/17 CSC minutes

Description:

Jen made a motion to approve Day 2 CSC Minutes for 10/11/17. Gerry seconded. Approved by voice vote.

Intent:**Remarks:**

Motion Key: 4923

Number: 17114

Item Type: MOTION

Date: 10/12/2017

Vote: UNANIMOUS

Committee:

Member Names: Florence

Subject: IMC Slate of Nominees and Election

Description:

Issues Mediation Committee Slate of Nominees:

- 1) Gails S
- 2) Greg B
- 3) Paul N
- 4) Liliana R
- 5) Andrea S
- 6) Marijka L
- 7) Steve S
- 8) Darlene H

Lorraine made a motion to approve the IMC Slate as presented. Chris K Seconded.

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VOTE: 30 in favor, 0 against, 0 abstention - Motion passed unanimously.

Intent:

Remarks:

Motion Key: 4934 **Number:** 17115 **Item Type:** MOTION **Date:** 10/12/2017

Vote: UNANIMOUS

Committee: Finance

Member Names: Lou

Subject: To accept 2018 Budget

Description:

Total Budget Expenses of \$232,243.00
Total Income of \$224,300.00

Lou made a motion to approve the budget as presented. Addie seconded.

VOTE: 36 in favor, 0 against, 0 abstention - approved unanimously.

Intent:

Remarks:

Motion Key: 4935 **Number:** 17119 **Item Type:** MOTION **Date:** 10/12/2017

Vote: 2/3 Vote

Committee:

Member Names: Mary

Subject: To accept Board Motions

Description:

Jen made a momtion to approve the board motions from October 22, 2016 through September 1, 2017. Chris K seconded.

Affirmative voice vote with 1 abstention.

Intent:

Remarks:

Motion Key: 4936 **Number:** 17120 **Item Type:** ACTION **Date:** 10/12/2017

Vote: 2/3 Vote

Committee:

Member Names:

Subject: CoRe Board Elections

Description:

CORE BOARD NOMINATIONS
SLATE PRESENTED WAS:

1) Barbara D
2) Dagmar M

The vote was taken via paper and counted.

FINAL COUNT

1) Barbara D
2) Dagmar M

Intent:

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Remarks: