

CoDA Service Items

Motion Key: 4878

Number: 17006

Item Type: MOTION

Date: 10/11/2017

Vote: 2/3 Vote

Committee: Service Structure

Member Names: Evie

Subject: Replace all 5 Parts of the FSM and the FSM webpage with the revised attached versions.

Description:

To replace all 5 Parts of the FSM and the FSM webpage with the revised attached versions. The majority of the changes involved moving things around, renaming some things, reformatting, revising or eliminating things that are no longer true, and eliminating duplications and unnecessary verbiage. A combined copy of the 5 Parts of the FSM will be created and will also be added to the FSM webpage for those people who prefer to have all 5 parts in one file.

NOTE: The Table of Contents (TOCs) have not yet been updated since they will need to be updated once any other motions passed at CSC have been entered. So please ignore the TOCs for now. Thanks.

Other specific changes for each Part are:

Part 1

- o Added "Summary" to the name

- o Redrew the Structure Chart

- o The following lines were added:

To the Purpose: "Service work is not a replacement for working a good CoDA recovery program. It is, instead, only a part of working that program."

To Intergroup/Community Service Group (CSG): This is an optional level and typically exists where sufficient meetings or distance require an interim level between meetings and the Voting Entity.

- o Moved the Literature Style Sheet to Part 5

- o Moved the majority of the information about local websites to Part 3

Part 2

- o Major reorganization was done but no material changes were made except for those listed here.

- o Eliminated the Welcome Letter of the old Meeting Handbook after ensuring that any important information was included elsewhere in the document.

- o Added the following under "What is a CoDA Meeting":

There are minimal requirements to be considered a CoDA meeting. These requirements are to read the four following Foundational Documents as written at every meeting. These documents can be found later in this manual. Meetings who choose not to read these documents will not be listed in the CoDA Meeting Directory on the coda.org website since they are not considered CoDA meetings. The name CoDA® is a registered trademark and if the basic requirements for being considered a meeting as just described are not met the use of this name may violate CoDA, Inc.'s rights under intellectual property law.

Welcome (either long or short form)

Preamble

12 Steps

12 Traditions

- o Renamed "Commonly Asked Questions" to "Other Useful Information" and reformatted to be like the rest of the document

- o In the "Commonly Asked Questions" section "Such donations may not be allocated/designated for any specific purpose" was replaced with "Please see the donate button on the home page on the coda.org website for more information about what types of donations you can make."

Part 3

- o In Intergroup and Voting Entity Committees: "All committees have but one purpose: that of serving the Fellowship of Co-Dependents Anonymous" replaced with "All committees have but one purpose according to Tradition 9: "CoDA, as such, ought never be organized; but we may create service boards or committees directly responsible to those they serve.""

- o Most of what was in Part 1 about websites was moved to the Websites part of this manual

Part 4

- o In Section 01, #2 Preparation and Adoption of the CSC Agenda replace "consulting with the Board of Trustees" with "consulting with the Board of Trustees and the Chairs Forum"

- o IMC requested that the following be added to Section 04, Conference Election Procedures:

Issues Mediation Committee Election Process

To be eligible to serve on the IMC, a candidate shall be a current or past Voting Entity Delegate or Alternate.

Only those who are elected by CSC serve at IMC.

New applicants shall be present at CSC to be elected.

A current IMC member may be re-elected even if they are not attending the Conference by expressing an interest to continue service by written communication to the Conference, submitted by another IMC member and/or other trusted servant.

All IMC nominations and elections are done at CSC.

All eligible members should either have an in-depth knowledge of, or share a strong willingness to learn, CoDA's Fellowship Service Manual (FSM) principles, guidelines and By-laws.

Part 5

- o The Literature Style Sheet was moved here from Part 1

- o In Section 04 Board Liaison to Standing Committees add the following to the end of the description:

The Board may also assign a backup liaison. A backup liaison provides the liaison services when the primary liaison is not available.

CoDA Service Items

Intent:

To improve the understandability and usability of all 5 parts of the FSM.

Remarks:

Pros - 1) seems like this is a just a way to make this simpler, just a few words changed. 2) Was complex, but easy to follow with the summary and then open up each of the attachments.

Cons - 1) Uncomfortable to vote for motion that has 6 attachments. Thinks each part be its own motion with the part attached as the motion.

Crafting - YES, crafting done

Vote - 36 in favor, 0 against, 1 abstention - Motion passed unanimously

Motion Key: 4879 **Number:** 17007 **Item Type:** MOTION **Date:** 10/11/2017

Vote: 2/3 Vote

Committee: Service Structure

Member Names: Evie

Subject: Make changes to Part 1 of the Fellowship Service Manual in the CoDA Standing Committees section.

Description:

Make the following changes to Part 1 of the Fellowship Service Manual in the CoDA Standing Committees section:

Replace:

"The Service Structure Committee's function is to serve the will of the Fellowship, as expressed through the CoDA Service Conference, in keeping with the Twelve Steps and Twelve Traditions. This includes responsibility to support and maintain CoDA fundamental structural documents, including Fellowship Service Manual, Twelve Concepts, and other documents, as directed by the CoDA Service Conference."

With:

"The Service Structure Committee function is to serve the will of the fellowship and to serve in an advisory capacity to the CoDA Service Conference, Board of Trustees, and other service entities regarding service structure and the foundational documents. This includes maintaining CoDA fundamental structural documents, including Fellowship Service Manual, Twelve Concepts, and other documents, as directed by the CoDA Service Conference."

Make the following changes to Part 5 of the Fellowship Service Manual in the CoDA Standing Committees section:

Replace the following :

Description:

The Service Structure Committee's function is to serve the will of the Fellowship, as expressed through the CoDA Service Conference, in keeping with the Twelve Steps and Twelve Traditions.

Purpose:

Serve in an advisory capacity to the CoDA Service Conference, Board of Trustees, and the Fellowship through the group conscience decision making process.

Determine the implications of motions to modify, alter, or amend the CoDA Articles of Incorporation, By-laws, Conference Protocols, CoDA Fellowship Service Manual (FSM), Twelve Steps, and Twelve Traditions, Twelve Service Concepts, or other foundational documents.

To support and maintain CoDA fundamental structural documents, including Fellowship Service Manual, Twelve Concepts, and other documents, as directed by the CoDA Service Conference.

Produce revised documents in a timely fashion, after changes are approved by the Conference.

Provide the link to the website where the up-to-date Fellowship Service Manual is located. Send URL to all Delegates, Chairs, board members and other voting members before the CoDA Service Conference.

Communicate regularly with Board members, Committee chairs, Voting Entity Delegates, and other CoDA members or groups, offering relevant information and insight if needed.

With:

Purpose:

To serve the will of the Fellowship, as expressed through the CoDA Service Conference, and to serve in an advisory capacity to the CoDA Service Conference, Board of Trustees, and other service entities regarding service structure and the foundational documents by doing the following:

Suggest improvements to the service structure of CoDA, Inc. and coordinate implementation when requested

Determine the implications of motions to modify, alter, or amend the CoDA Articles of Incorporation, By-laws, Conference Protocols, CoDA Fellowship Service Manual (FSM), Twelve Steps, and Twelve Traditions, Twelve Service Concepts, or other foundational documents.

Support and maintain CoDA fundamental structural documents, including Fellowship Service Manual, Twelve Concepts, and other documents, as directed by the CoDA Service Conference.

Produce revised documents in a timely fashion, after changes are approved by the Conference.

Provide the link to the website where the up-to-date Fellowship Service Manual is located. Send URL to all Delegates, Chairs, board members and other voting members before the CoDA Service Conference.

Communicate regularly with Board members, Committee chairs, Voting Entity Delegates, and other CoDA members or groups, offering relevant information and insight if needed.

Intent:

To improve the information in the FSM related to the Service Structure Committee.

CoDA Service Items

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 - 1) Don't think the role of the SSC committee is to serve as advisory capacity or 2) our leaders are but trusted servants, they do not govern, or organized, or in advisory capacity. This is a spiritual foundation for our corporation; 3) against part of this as it over reaches of what the committee should be doing, should be crafted.

CONS - 1) for this because it feel it simplifies the FSM and organizes it better. 2) in favor because committees should describe own duties. Regarding having the SSC look at structure, it belongs here. 3) feels this is the same in the FSM and just restructured, so okay for this.

CRAFTING - YES - crafting done

VOTE - 28 in favor; 5 against; 4 abstentions - Motion Carries

Motion Key: 4880 **Number:** 17008 **Item Type:** MOTION **Date:** 10/11/2017

Vote: DEFEATED

Committee: Service & Structure

Member Names: Evie

Subject: Association Management Company
Responsibilities and Monthly Retainer and other
competitive bids

Description:

At CSC a motion was passed to hire SOS, an Association Management Company, to assist the CoDA Board of Trustees in their work. Since that time SOS's responsibilities and the monthly retainer that CoDA pays them have expanded without any CSC review except for the total amount in the annual budget. As a result of this annual expense there is no longer as much money available for doing other fellowship work. As an example, the 12 CoDA Inc. permanent committees are no longer able to have face to face meetings every year but are instead limited to having one every 3 years. This is limiting committees' ability to get their work done for the fellowship.

In order to ensure that CoDA Inc.'s financial resources are being used in the best way possible way the following things will be done:

The following details will be provided to the CoDA Service Conference (CSC) each year for review:

- o A detailed report from SOS, our Association Management Company, on what they have accomplished for CoDA Inc. during the previous year

- o A detailed report from the Board on exactly what SOS's responsibilities are and any changes that have been made during the previous year and any planned changes for the coming year

- o Line item detail on how many hours were spent on each service provided to CoDA Inc. by SOS

- o Line item detail budgeted hours to be spent on each service provided to CoDA Inc. by SOS for the following year

- o The specific line item details will be determined by the Chairs Forum

That SOS be required to provide a quarterly submission to the Quarterly Service Report to include how many hours were spent on each service provided to CoDA Inc. by SOS

That every 2-5 years the SOS contract be reviewed by the CoDA Board in detail and that competitive bids are gotten from at least 2 other Association Management Companies.

Intent:

To ensure that CoDA Inc.'s financial resources are being used in the best way possible and that we are getting the best possible service.

Remarks:

We are a not for profit company so profit should not be our overall objective. Relationships, integrity, accountability and reliability should be much more important than cost although as a non-profit company we do need to be cautious about cost.? This motion is focused on improving accountability.

The reason we want to get competitive bids is: 1) it's an educational process, by having to get multiple bids we have to research and find other companies who are providing that service, 2) the process helps us understand better what services we are using 3) it could generate services we never thought of because they were not offered by the current service but comes up as a point of conversation when requesting competitive bids; 4) it could help us get better service from our current provider and, of course, allow us to find a better service provider, not necessarily a cheaper one.

Pros -

Cons -

Crafting - Yes

VOTE - 10 in favor; 19 against, 7 abstentions - Motion fails

Motion Key: 4881 **Number:** 17010 **Item Type:** MOTION **Date:** 10/11/2017

Vote: WITHDRAWN

CoDA Service Items

Committee: Communications

Member Names:

Subject: Board of Trustees shall assign to a standing committee or appoint an ad-hoc committee to evaluate the current structure of World Service

Description:

COMMUNICATIONS COMMITTEE INVITED THE BOARD TO DISCUSS THE WORKGROUP THEY ARE PUTTING IN PLACE THAT WILL WORK ON THE SUBJECT OF THIS MOTION.

That the Communications Committee be authorized to convene a subsequently self-governing ad-hoc committee, comprised primarily, but not exclusively, of Fellowship members who join out of belief that improvements to the structure of World Service would be worthwhile. Committee members shall be prepared to participate at least twice a month by attending teleconferences or by submitting written comments on recordings of teleconferences.

The Board of Trustees shall provide funding for at least one face to face meeting of the Ad-Hoc committee or a representative group.

The task shall be to evaluate the current structure of World Service from a broad point of view and report to CSC 2018 with possible Motions for action. The evaluation shall include the structural relationship; that is the distinctions, boundaries and roles, of the Fellowship in contrast to those of Co-Dependents Anonymous, Inc., the Corporation, as well as other possibly worthwhile areas of improvement.

The committee shall issue Quarterly Service Reports to the Fellowship.

Intent:

Intent:

To create a place where consideration of World Service from a broad perspective, considering such matters as the role of an association management company, distinctions among committees doing Fellowship vs. business work, sharing business costs with other fellowships or other outside-the-box possibilities.

To compensate for the lessening of face to face contacts among World Service volunteers where such conversations could routinely take place.

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To uphold Traditions 8 and 9 not only in word and intent but also in structure and action

8. Co-Dependents Anonymous should remain forever nonprofessional, but our service centers may employ special workers

9. CoDA, as such, ought never be organized; but we may create service boards or committees directly responsible to those they serve.

To encourage the exercise of professional efficiency in business matters for the sake of effective service to the Fellowship by clarifying what are not Fellowship matters although being of service to the Fellowship.

To prevent such professional governance, from being applied to Fellowship matters

To prevent the primacy on group agreement, appropriate to Fellowship matters, from hindering effective management of business matters.

To reduce tensions between conscientious service volunteers arising from the current ambiguity of roles and boundaries

To release the productivity and creativity of service volunteers by providing clear parameters of approved action

To reinforce the primacy in all matters of the Fellowship over the Corporation created to serve the Fellowship.

Remarks:

Here are perceptions of some members of World Service suggesting the need for this evaluation.

In contrast to the inverted pyramid of the Fellowship, the Articles of Incorporation of Co-Dependents Anonymous, Inc. requires that it be governed from the top down by a Board of Directors of at least three members.

The By-laws, although distinguishing the

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Corporation from the Fellowship in the first sentence, refers instead to the Board of Trustees, and lists both Fellowship and Corporation functions for it without distinguishing which is which.

The By-laws list delegates to the CoDA Service Conference as voting members of Co-Dependents Anonymous, Inc. Corporate law requires that members of a corporation be listed by full name and address. This has not been done to avoid violating our principle of anonymity. The legitimacy of Corporation matters, though, such as trademark rights, could possibly be challenged on this basis.

Members of a corporate board are required by law to sign a confidentiality agreement, contrary to the CoDA spirit of transparency

Board Policies & Procedures Manual 3.5.3 lists items as within the AMC (association management company) scope of services that are clearly Fellowship matters.

Motion Key: 4882

Number: 17011

Item Type: MOTION

Date: 10/11/2017

Vote: 2/3 Vote

Committee: Communications

Member Names: John

Subject: Wording in the Meeting Handbook be replaced

CoDA Service Items

Description:

That the current wording in the Meeting Handbook be replaced with the following:

Focus Meetings

Meetings may additionally designate by group conscience, on the meeting finder, the focus of the meeting in any way they wish so long as the four foundational documents are read at every meeting: The Preamble, the Welcome, the CoDA Steps and the CoDA Traditions.

The Meeting Finder shall state, in that case, "Information about such focus designations or other particulars will be available from the contact persons listed" for those meetings.

Intent:

To remove a section of the Meeting Handbook that was found to be confusing by many seeking to establish a meeting.

To replace specific guidelines with more general ones closer to CoDA principles.

Remarks:

Comparison of Versions:

Here is the current version as found in the Meeting Handbook, Fellowship Service Manual Part 2, with strike through of parts to be removed and additions in italics.

"Open" and "Closed" Meetings

A CoDA meeting may be "open." This means that anyone can attend. "Anyone" means codependents, non-codependents, students, or representatives of other organizations (including the media), etc. (It is expected, and may be specifically asked, that all such visitors agree to respect our need for anonymity and confidentiality.)

A "closed" group, however, is a group attended only by people who are codependent or who have the desire to develop healthy and loving relationships. Newcomers who think they may be codependent and/or have the desire to develop healthy and loving relationships can attend a closed meeting.

An open or closed group may be "restricted." For example, a meeting may be listed as "closed - women." In this example, only women who are codependent (or have the desire to develop healthy and loving relationships) may attend this meeting. Another example, a meeting may be listed as "open-Gay/Lesbian". In this example "Anyone" (as described above) may attend this meeting. It also means that this meeting may be designated Gay/Lesbian but it is still open to those who are not Gay/Lesbian.

Focus Meetings

Meetings may additionally designate, on the meeting finder, the focus of the meeting in any way they wish so long as the four Foundational documents are read at every meeting: The CoDA Steps, The CoDA Traditions, The Preamble and The Welcome.

The Meeting Finder shall state, in that case, "Information about such focus designations or other particulars will be available from the contact persons listed" for those meetings.

However, in respecting the spirit of Traditions One, Three, and Five, we honor one exception. No member of our Fellowship shall be turned away from even a closed or restricted meeting, if there is no other meeting available to this person.

Background:

This Motion was developed from a Motion presented by the Committee at CSC 2016 as a result of the suggestions by members of the CoDA Email Team and those answering phone calls to CoDA. (Cphone) which are permanent working groups associated with the Communications Committee. Their immediate contact with CoDA members helped them to realize the confusion caused by the current reading in the Meeting Handbook.

At CSC 2016, the Motion was tabled for re-crafting by a Committee member and several Delegates. That re-crafting continued throughout the year by email and phone conferencing culminating with a presentation to the Committee. It took all that time to realize essential conflicts in the efforts to be specific, so this less specific proposal was accepted by both the Delegates involved and the Committee.

PROS - 1) for this motion for simplicity; 2) for this motion with some crafting;

CONS - 1) against because it doesn't give the meetings the opportunity for group conscience. 2)

CRAFTING - Yes - done

VOTE - 36 in favor; 0 against, 1 abstention

Motion Key: 4883

Number: 17012

Item Type: MOTION

Date: 10/11/2017

Vote: 2/3 Vote

Committee: Communications

Member Names:

CoDA Service Items

Subject: Other entities ability to sponsor submissions to CoDA Announcements

Description:

That the Communications Committee (Comm), or other entity selected by the Board of Trustees if the Communications Committee is not active, be authorized to sponsor submissions to CoDA Announcements that are provided by a Voting Entity registered in any way with World Service, and that are found by Comm to be consistent with CoDA Principles.

Intent:

To address the serious lack of communication up and down the inverted pyramid of the Fellowship, in accord with the mission of the Communications Committee.

To address the privileging of World Service committees over Voting Entities whereby committees are authorized to publish on CoDA Announcements but Voting Entities are not.

Remarks:

CoDA Announcements go out to about 6000 email addresses but is largely concerned with the functioning of World Service. This Motion offers the possibility of Voting Entities easily entering into this communication stream and is an appropriate service that World Service can provide to those above us in the Fellowship.

The Communications Committee is set up already to begin this work since it established, during the past year, a group to vet other submissions to CoDA Announcements for CoDA Principles. This group developed a full set of guidelines for the task which was tested in use for a series of ten submissions.

PROS - 1) intent is to inform fellowship that they have a vehicle to get announcements out. 2) Communicates that the voting entities are important to the Fellowship. 3) Good motion because it is important that people know that they can be heard and have announcements and Commuications Committee will make sure it is consistent with our traditions, etc.

CONS - 1) this is already the vehicle for anyone that wanted to submit an announcement was allowed ot. They reviewed only to confirm it was related to CoDA. no reason a voteing entity can do this now. This is already being done and needs to be communiacted. 2) email list coordinator is a contractor and is in the Fellowship. We are opening ourselves up that someone might not know about our traditions in the future. EMLC works with communication on all announcements, don;t feel motion is appropriate. 3) good with the intent, but the motion itself isn't written properly.

CRAFTING - YES - none done

VOTE - 24 in favor, 4 against, 9 abstentions

Motion Key: 4885 **Number:** 17014 **Item Type:** MOTION **Date:** 10/11/2017

Vote: UNANIMOUS

Committee: Issues Mediation

Member Names: Gail

Subject: Change wording in FSM to clarify the process of submitting a VEI as a motion

Description:

To change wording in FSM to clarify the process of submitting a VEI as a motion one year after the VEI has gone through the initial process of being assigned and then denied approval by the Board or Committee.

Replace Current: FSM, Part 4, page 11 under heading: Guidelines for Presenting Voting Entity Issues to CSC. Bullet F

F. The Board or Committee shall establish and maintain communication with the originating Voting Entity (VE) during their process of deliberation to the extent that is possible and form their issue into a motion and present it at the next Conference. If in deliberation the board or committee decides against the VEI, the VE Delegate has the option to bring it as a motion directly to CoDA Service Conference providing it's not a By-law or legal issue. Last Revised: July/2017

Replace with:

F. The Board or Committee shall establish and maintain communication with the originating Voting Entity (VE) during their process of deliberation to the extent that is possible and form their issue into a motion and present it at the next Conference. If in deliberation the board or committee decides against the VEI, the VE Delegate has the option to bring it as a motion directly to CoDA Service Conference providing it's not a By-law or legal issue. When the Board or assigned Committee decides against the Voting Entity Issue (VEI), the Voting Entity (VE) has the option to bring the motion the following year to CSC, providing it's not a By-law, Tradition or legal issue. If the Voting Entity decides to bring the VEI to CSC, the VE will meet all criteria that involve presenting a motion at the next CSC. See Procedures for Submitting CSC Items in Part 4.

Intent:

To clarify that any submitted VEI that if the Board or assigned Committee decides against the assigned VEI, the VE can resubmit their VEI as a motion to the following CSC for Fellowship consideration and vote.

CoDA Service Items

Remarks:

PROS - NONE
CONS - NONE
CRAFTING - YES
VOTE - 36 in favor, 0 against, 0 abstention. Approved unanimously.

Motion Key: 4886 **Number:** 17015 **Item Type:** MOTION **Date:** 10/11/2017

Vote: UNANIMOUS

Committee: Issues Mediation **Member Names:** Gail

Subject: To provide a process in which IMC members as needed may be elected between CSC by the Board motion process.

Description:

To provide a process in which IMC members as needed may be elected between CSC by the Board motion process.

Replace Current: FSM, Part 5, page 10 under heading: Issues Mediation Committee (IMC)

The Service Conference elects members of the Issues Mediation

Committee (IMC) according to guidelines established by the

Conference. To be eligible to serve on the IMC, a candidate shall be a

current or past Voting Entity Delegate or Alternate,

New applicants shall be present at CSC to be elected.

A CurrentIMC member may be re-elected even if they are not attending the Conference by expressing an interest to continue service by written communication to the Conference, submitted by another IMC member and/or other trusted servant.

Replace with:

The Service Conference elects members of the Issues Mediation

Committee (IMC) according to guidelines established by the

Conference. To be eligible to serve on the IMC, a candidate shall be a

current or past Voting Entity Delegate or Alternate,

New applicants shall be present at CSC to be elected.

A CurrentIMC member may be re-elected even if they are not attending the Conference by expressing an interest to continue service by written communication to the Conference, submitted by another IMC member and/or other trusted servant.

In between CSC, if it becomes necessary to increase IMC members due to resignations, leave of absence, death or any other reason deemed necessary by IMC, IMC will present vetted nominee(s) to the board for approval of additional IMC members through the board motion process.

Intent:

Is to assure that IMC is operating at full capacity to attend to all necessary business.

Remarks:

PROS - 1) like any motion that is trying to clarify and simplify, and be present to be at CSC to be elected the first time.

CONS - none
CRAFTING - YES

VOTE - 37 in favor; 0 against; 0 abstention. Motion passed unanimously.

Motion Key: 4887 **Number:** 17016 **Item Type:** MOTION **Date:** 10/11/2017

Vote: UNANIMOUS

Committee: Issues Mediation **Member Names:** Gail

Subject: Make changes to Part 1 of the Fellowship Service Manual in the CoDA Standing Committees section.

Description:

Make the following changes to Part 1 of the Fellowship Service Manual in the CoDA Standing Committees section:

Replace:

CoDA Service Items

The Issues Mediation Committee facilitates dispute mediation for Voting Entities, Intergroups, and other CoDA entities as needed.

With:

Primary function: The Issues Mediation Committee facilitates dispute mediation for Voting Entities, Intergroups, and other CoDA entities as needed. See further information and functions see FSM Part 5.

Make the following changes to Part 5, currently Page 10 of the Fellowship Service Manual in the CoDA Standing Committees section:

Replace:

Issues Mediation Committee (IMC)

The Service Conference elects members of the Issues Mediation Committee (IMC) according to guidelines established by the Conference. To be eligible to serve on the IMC, a candidate shall be a current or past Voting Entity Delegate or Alternate.

- New applicants shall be present at CSC to be elected. Last Revised: July/2017
- A Current IMC member may be re-elected even if they are not attending the Conference by expressing an interest to continue service by written communication to the Conference, submitted by another IMC member and/or other trusted servant.

All eligible members should either have an in-depth knowledge of, or share a strong willingness to learn, CoDA's FSM principles, guidelines and Bylaws.

IMC Mission:

The Issues Mediation Committee facilitates dispute mediation for Voting Entities, Intergroups, and other CoDA entities as needed. Decisions at all levels of CoDA are made with the guidance of our Higher Power as expressed through the group conscience. As stated in Tradition One: "Our common welfare should come first. Personal recovery depends upon CoDA Unity." and Tradition Two: "For our group purpose there is but one ultimate authority—a loving Higher Power as expressed to our group conscience. Our leaders are but trusted servants; they do not govern." Thus as with all our recovery, group conscience is about putting aside the "self" and looking to Higher Power for guidance. In addition, the Issues Mediation Committee:

- Through the group conscience process will handle requests to recognize Voting Entity delegate's election process.
- Handles requests from Voting Entities to divide into two or more entities.
- Tracks and maintains the status of Voting Entity issues.
- Informs and awards Travel Reimbursement Opportunity (TRO) for incoming eligible Voting Entity delegates.

We also have the additional sections to guide us in the mediation process. (Please see Part 1 of the FSM, CoDA Structure and general Information "The Twelve Service Concepts" in Section 1 "The Disagreement, Mediation and Resolution in our Group Conscience Process" in Section 5.

Mediation Procedures:

- Since CoDA operates as an inverted pyramid in its structure, the IMC should only be consulted after an attempt has been made to resolve the issue on a one-to-one level; through a group conscience at the local, Last Revised: July/2017 home-group level; Intergroup; and VE levels (refer to "The Disagreement, Mediation and Resolution Process" within the "Group Conscious Process" in Part 1 of the FSM, CoDA Structure and General Information.
- If a conflict arises at the CoDA World Fellowship level, it is essential that all disputing parties follow "The Disagreement, Mediation and Resolution Process." Once the dispute reaches the IMC level: A Committee member or a Board member may submit their request for assistance to the IMC to mediate the conflict within a Committee or within the Board if irresolvable, o The Board and/or trusted Servant, and/or Committee may submit their request for assistance to the IMC to mediate the conflict if they cannot resolve the conflict between each other, the Committee chair or Board liaison may submit a request to the IMC for assistance in resolution of the conflict if conflict arises between a Board Liaison and a committee, The IMC may give advice to the CoDA Board for conflict resolution if a Board Liaison and a Committee cannot successfully resolve their conflict. This is recommended because the IMC represents an impartial perspective on the conflict, and may provide the Board with a clear understanding of the issues involved. If a new Board Liaison is necessary, a mutually agreed upon liaison should be chosen. This change will be reported in the subsequent Quarterly Service Report,
- If any conflict remains, the IMC may consider other options as outlined in the "Disagreement, Mediation and Resolution Process" in the FSM. This may include bringing a dispute to either the Board or CSC when irresolvable; advising the Board or CSC of dispute issues and IMC's recommendations, etc.

Voting Entity Division Process:

The By-Laws (Section 2) authorizes a VE to sub-divide; explains the logic and assigns IMC to oversee and approve the division. It also gives some guidance for the VE and IMC. After the division, both VEs will have two delegates.

The Process of Dividing a VE may arise for any of many reasons.

The IMC recommends the following issues and process be considered.

1. Make sure a division will solve some problem or issue with representation of the membership. Last Revised: July/2017
2. Consider geographical boundaries.
3. Consider division by Language.
4. Consider city, county, parish, state boundaries.
5. The division should be agreed upon by both new VE's.
6. All meetings from the current VE should be included in one of the new VE's.

CoDA Service Items

Please contact the IMC @ imc@coda.org for an application, VE division requirements and deadline for submission.

Authorization Process for the Development and Structure of a Voting Entity:

CoDA's By-Laws (Article IV Section 2) states that the Issues Mediation Committee will handle requests for CoDA to recognize Voting Entities through the group conscience process and service boards. In fulfilling this responsibility, the IMC has created a set of suggested guidelines for the development and structure of Intergroups and Voting Entities. (put link here if possible). A Voting Entity Liaison (VEL) is elected by the Issues Mediation Committee to focus on this responsibility. The awarding of all Travel Reimbursement Opportunities (TROs) to eligible Voting Entities Delegates will be the responsibility of the Issues Mediations Committee. For further information contact the Voting Entity Liaison at imvel@coda.org or contact IMC at imc@coda.org.

Replace With:

Issues Mediation Committee (IMC)

The Service Conference elects members of the Issues Mediation Committee (IMC) according to guidelines established by the Conference. To be eligible to serve on the IMC, a candidate shall be a current or past Voting Entity Delegate or Alternate,

- New applicants shall be present at CSC to be elected.
- A Current IMC member may be re-elected even if they are not attending the Conference by expressing an interest to continue service by written communication to the Conference, submitted by another IMC member and/or other trusted servant.
- In between CSC, if it becomes necessary to increase IMC members due to resignations, leave of absence, Last Revised: July/2017 death or any other reason deemed necessary by IMC, IMC will present vetted nominee(s) to the board for approval of additional IMC members through the board motion process.

All eligible members should either have an in-depth knowledge of, or share a strong willingness to learn, CoDA's FSM, Principles, Traditions, Guidelines and Bylaws.

IMC Mission:

The Issues Mediation Committee facilitates dispute mediation for Voting Entities, Intergroups, and other CoDA entities as needed. Decisions at all levels of CoDA are made with the guidance of our Higher Power as expressed through the group conscience. As stated in Tradition One: "Our common welfare should come first. Personal recovery depends upon CoDA Unity." and Tradition Two: "For our group purpose there is but one ultimate authority—a loving Higher Power as expressed to our group conscience. Our leaders are but trusted servants; they do not govern." Thus as with all our recovery, group conscience is about putting aside the "self" and looking to Higher Power for guidance.

In addition, the Issues Mediation Committee:

- Through the group conscience process, will handle requests to recognize Voting Entity delegate's election process.
- Handles requests from Voting Entities to divide into two or more entities.
- Tracks and reports the status of Voting Entity issues.
- Processes and qualifies Travel Reimbursement Opportunity (TRO) VE applicants.
- Informs and awards Travel Reimbursement Opportunity (TRO) for incoming eligible Voting Entity delegates.

We also have the additional sections to guide us in the mediation process. (Please see Part 1 of the FSM, CoDA Structure and General Information Summary "The Twelve Service Concepts" and "The Disagreement, Mediation and Resolution in our Group Conscience Process".

Mediation Procedures:

- Since CoDA operates as an inverted pyramid in its structure, the IMC should only be consulted after an attempt has been made to resolve the issue on a one-to-one level; through a group conscience at the local, home-group level; Intergroup; and VE levels (refer to "The Disagreement, Mediation and Resolution Process" within the "Group Conscious Process" in Part 1 of the FSM, CoDA Structure and General Information.
- If a conflict arises at the CoDA World Fellowship level, it is essential that all disputing parties follow "The Disagreement, Mediation and Resolution Process." Once the dispute reaches the IMC level: A Committee member or a Board member may submit their request for assistance to the IMC to mediate the conflict within a Committee or within the Board if irresolvable, o The Board and/or trusted Servant, and/or Committee may submit their request for assistance to the IMC to mediate the conflict if they cannot resolve the conflict between each other, the Committee chair or Board liaison may submit a request to the IMC for assistance in resolution of the conflict if conflict arises between a Board Liaison and a committee, The IMC may give advice to the CoDA Board for conflict resolution if a Board Liaison and a Committee cannot successfully resolve their conflict. This is recommended because the IMC represents an impartial perspective on the conflict, and may provide the Board with a clear understanding of the issues involved. If a new Board Liaison is necessary, a mutually agreed upon liaison should be chosen. This change will be reported in the subsequent Quarterly Service Report,
- If any conflict remains, the IMC may consider other options as outlined in the "Disagreement, Mediation and Resolution Process" in the FSM. This may include bringing a dispute to either the Board or CSC when irresolvable; advising the Board or CSC of dispute issues and IMC's recommendations, etc.

Voting Entity Division Process:

The By-Laws (Section 2) authorizes a VE to sub-divide; explains the logic and assigns IMC to oversee and approve the division. It also gives some guidance for the VE and IMC. After the division, both VEs will have two delegates.

The Process of Dividing a VE may arise for any of many reasons.

The IMC recommends the following issues and process be considered.

CoDA Service Items

1. Make sure a division will solve some problem or issue with representation of the membership.
2. Consider geographical boundaries.
3. Consider division by Language.
4. Consider city, county, parish, and state boundaries.
5. The division should be agreed upon by both new VE's.
6. All meetings from the current VE should be included in one of the new VE's.

Please contact the IMC @ imc@codas.org for an application, VE division requirements and deadline for submission.

Authorization Process for the Development and Structure of a Voting Entity:

CoDA's By-Laws (Article IV Section 2) states that the Issues Mediation Committee will handle requests for CoDA to recognize Voting Entities through the group conscience process and service boards. In fulfilling this responsibility, the IMC has created a set of suggested guidelines for the development and structure of Intergroups and Voting Entities. A Voting Entity Liaison (VEL) is elected by the Issues Mediation Committee to focus on this responsibility. The awarding of all Travel Reimbursement Opportunities (TROs) to eligible Voting Entities Delegates will be the responsibility of the Issues Mediations Committee. For further information contact the Voting Entity Liaison at imcvel@codas.org or contact IMC at imc@codas.org.

Intent:

To improve the information in the FSM related to the Issues Mediation 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 Last Revised: July/2017 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 - 37 in favor; 0 against; 0 abstentions. Motion passed unanimously.

Motion Key: 4889 **Number:** 17009 **Item Type:** MOTION **Date:** 10/11/2017

Vote: 2/3 Vote

Committee: Co-NNections

Member Names: Don

Subject: Replace existing descriptions of the Co-NNections Committee in parts 1 and 5 of the Fellowship Service Manual

Description:

Replace existing descriptions of the Co-NNections Committee in parts 1 and 5 of the Fellowship Service Manual with the following text:

The Co-NNections Committee publishes Fellowship recovery stories. The committee's belief is that publishing the submissions shared by CoDA members will enhance the recovery of contributors and viewers alike. The Co-NNections Committee's goal is to provide a weekly Reading and an on-line Meeting in Print for CoDA members to share their thoughts about their recovery journey. Committee members do this by publishing Co-NNections@, collection of original writing, graphic art, audio and video based submissions sent in by members of the CoDA Fellowship.

Intent:

Accurately describe the function and purpose of the Co-NNections Committee in Sections 1 and 5 of the Fellowship Service Manual:

Remarks:

The current description of Co-NNections in section 1 and 5 of the Fellowship Service Manual is out of date and inconsistent with the Co-NNections Committee's Policies and Procedures Manual as well as the published description of this committee that can be found on the Co-NNections page at codas.org.

PROS - 1) Good description of what this committee does.

CONS - none

Crafting - YES

VOTE - 36 in favor, 0 against, 1 abstention

Motion Key: 4914 **Number:** 17105 **Item Type:** MOTION **Date:** 10/11/2017

Vote: UNANIMOUS

Committee:

Member Names: Athena/Gerry

CoDA Service Items

Subject: Motion to approve 10/10/17 CSC Minutes

Description: Athena made a motion to approve Day 1 CSC Minutes for 10/10/17. Gerry seconded. Approved by voice vote.

Intent:

Remarks:

Motion Key: 4915 **Number:** 17106 **Item Type:** ACTION **Date:** 10/11/2017

Vote:

Committee: **Member Names:**

Subject: 2017 CSC Day Two Start and End

Description: 2017 CSC started at 9am on Wednesday, October 11, 2017 with 37 delegates and 24 is a quorum. CSC Day Two
CSC adjourned at 4:31pm by unanimous motion.

Intent:

Remarks:

Motion Key: 4916 **Number:** 17107 **Item Type:** MOTION **Date:** 10/11/2017

Vote: 2/3 Vote

Committee: **Member Names:** Evie/Crystal

Subject: Extend SSC time by 10 minutes

Description: Evie made a motion to extend the SSC time on the floor by 10 minutes. Crystal seconded.
26 in favor; 8 against; 2 abstentions.

Intent:

Remarks:

Motion Key: 4917 **Number:** 17108 **Item Type:** MOTION **Date:** 10/11/2017

Vote: 2/3 Vote

Committee: **Member Names:** Athena/Jen

Subject: Extend CSC Business Today until 5:30pm

Description: Athena made a motion to extend business today (Wednesday) until 5:30pm. Jen seconded.
Voice Vote approved with 1 opposed.

Intent:

Remarks:

Motion Key: 4918 **Number:** 17109 **Item Type:** MOTION **Date:** 10/11/2017

Vote: UNANIMOUS

CoDA Service Items

Committee:

Member Names:

Subject: Ratify the Board Motions from CSC 2014 to beginning of 2015

Description:

Athena made a motion to ratify the CoDA Board motions from July 13, 2014 through July 14, 2015. Mary seconded. Approved by voice vote unanimously.

Intent:

Remarks:

Motion Key: 4919

Number: 17110

Item Type: MOTION

Date: 10/11/2017

Vote: UNANIMOUS

Committee:

Member Names:

Subject:

Description:

Salle made a motion to ratify the CoDA Board motions from July 17, 2015 through October 14, 2016. Athena seconded. Approved unanimously by voice vote.

Intent:

Remarks:

Motion Key: 4920

Number: 17111

Item Type: MOTION

Date: 10/11/2017

Vote: 2/3 Vote

Committee:

Member Names: Events/Florence

Subject: 2017 CSC Board Elections

Description:

CODA BOARD NOMINATIONS
SLATE PRESENTED WAS:(There were 2 nominees)

- 1) Linda A
- 2) Salle H

Vote was taken via paper and counted.
New Board Members Elected by 2/3 majority:

- 1) Linda A
- 2) Salle H

Intent:

Remarks:
