



Board Minutes for CoDA World Board Conference Call June 08, 2017

The Board of Trustees met on Thursday, June 8, 2017 by teleconference. Members in attendance included: Gerald B., Mary I., Jen L., Madeline R. and Lorraine O. as voting members and Anita F. and Addie M. as alternates. Denny H. was absent. There were no visitors.

Meeting called to order at 5:17pm PST.

Round robin order:

- 1) Gerry
- 2) Madeline
- 3) Mary
- 4) Jen
- 5) Addie
- 6) Anita
- 7) Lorraine

After opening procedures, the Consent Agenda was brought up for acceptance. Agreed to move item #2 (Motion to expand the Legal Work Group by one member) to discussion and remove Item #3 from Consent Agenda, as it was a duplicate.

Consent Agenda includes:

- **Minutes from May 2017 meeting**
- **Motions:**
 - **Renew SOS Contract through December, 2018**
 - **AZWS contract non-renewal, contract ending 6/30/17**

Madeline made a motion to accept the consent agenda as presented, Gerry seconded. Approved unanimously.

AGENDA ITEMS FOR DISCUSSION

Other Motions to finish:

- 1) **Motion:** Addie to become a full board member for 30 days while Denny steps back. That was the original motion through June 25th.

Mary made a motion to have Addie become a full board member through June 25th. Lorraine seconded. Approved unanimously.

- 2) **Motion:** Addie to become interim Treasurer and Admin Worker liaison for 30 days. That motion was through June 25th.

Mary made a motion to have Addie become Interim Treasurer and Admin Worker for 30 days through June 25th. Gerry seconded. Approved unanimously.

- 3) **Motion:** That the board actively and directly participate in all duties of TMC (Translation Management Committee) appointing 2 board members for this, which will include all correspondence, contract negotiations and other duties deemed necessary. Effective immediately.

Intent:

To work with current committee to assist in any backlogs. To look at how CoDA Inc can effectively and in a timely manner work with Countries that are trying to "carry the message" in various languages and locations. This might include:

- changes in structure and job description
- assistance of SOS
- designing letter formats for easy answering
- develop processes that might require legal assistance.

Gerry made a motion to pass this motion as presented. Madeline seconded. Round Robin Discussion. Passed unanimously.

Website Update – Gerry/Jen/Lorraine.

- **AZWS** – Gerry thinks we can do maintenance ourselves as we have been doing. Agreed there is no value to continue utilizing their services.
- Gerry reported that he has a third bid for the website. Discussed whether we should put this bid out to the Fellowship. If we do, we need to have a Request for Proposal put together. Round Robin Discussion. Agreed to discuss more at the Face two Face meeting in Phoenix.

Legal work group Update – Gerry/Mary

- Washington group using CoDA symbol without permission – no report.
- DAA letter sent to board – needs to be sent to them. Madeline to use the PO Box that is on the website. It has been approved by our lawyer.

Madeline made a motion to send the letter as presented. Gerry seconded. Approved unanimously.

- Taper contract for ICC & do we want him to also tape CSC? Copyright Release for CSC tapes suggested by Events – is it okay as written? Denny had sent this out for comment. The contract includes paying for his hotel and airfare and meals and we supply someone to man the table for sales. He pays 20% after he reaches \$2,500 in sales. Round Robin discussion. Addie stated that we have done this in the past, except possibly airline tickets. Agreed to send this to email discussion and finalize any decisions at the Face to Face in June.
- **2018 CSC Hotel Contract** – Ready to be signed. Round robin discussion. Agreed to sign. Conni will have it sent to DocHub for signature.
- **Copyright Release for CSC Tapes** – Yvonne asking for approval. Agreed its fine the way it is. Mary to let them know to go ahead and use.

Action Items:

- ✓ Secretary to send the DAA letter.
- ✓ Conni to send 2018 Hotel Contract for final signature through DocHub.
- ✓ Mary to tell Yvonne the copyright release for CSC tapes is good to go.

CoRe 2X2 update – Lorraine/Addie

Lorraine is working on an update and will have before Face 2 Face. She reported that CoRe's F2F is next weekend. Email went out regarding Kindle version of the workbook and they are really working on Spanish, trying to get things moving there. Lots of communication going on.

TMC 2X2 Update – Gerry/Madeline

- UK contract was signed and sent back.
- Brazil translations to Portuguese received.
- Canada translations to French received.

Gerry would like to see all the contracts done by electronic method instead of mailing a hard copy, would cut a lot of time off.

SPO 2X2 update – no report

- **Costa Rica Order** – sent to CoRe, haven't heard anything yet.
- **They wanted to Translate Section #2 (Meeting Handbook) for the FSM.** Have a volunteer. No objection to request SPO to do this translation. Jen will send them an email to let them know.

Action Items:

- ✓ Jen to reach out to SPO regarding FSM translation.

Initiative #6 Update – Anita

Anita has an idea to help serve the Fellowship, basic idea is to take some of the board members who are not holding corporate positions and have those board members focus on serving the Fellowship and not having to be part of what we take a lot of time on, the corporate board work. Do some separating within the board. Agreed to discuss more at the Face 2 Face.

Story gatherers project is moving forward and people are willing to take on the project to help people write down their story. Literature Committee is taking this on and moving it forward.

Old Business:

- **C-Phone (Anita)** – John wanting to do the scheduling. Two options.
 - a. Proposed question to John to better understand the issue; or,
 - b. Scheduling responsibility remains with Joan.

Round Robin Discussion.

Lorraine made a motion to respond to John's email request saying "in reviewing the duties of the Fellowship Service work and the Communications Committee, we do not understand the need to change the current procedures. Could you please elaborate why Joan update the schedule is not working for Cphone?" Seconded by Jen. Discussed. Approved unanimously.

Action Items:

- ✓ Anita to send this reponse to John as Communication Committee Liaison.

Jen made a motion to extend the meeting for 10 minutes. Gerry seconded. Approved.

- **Use of Discussion, Motion in subject line, for GC, etc. per board P&P.** Lorraine asked that everyone use directing terms in the email subject. Special subject lines in the email will help with attention to certain issues. Agreed to do this more consistently.

New Business:

- **Event Motion** - Addie said that Yvonne let her know (as liaison) that she wanted the board aware that she is pursuing her disagreement with the board using the corporate credit card at their face to face meetings or at the CSC for the board's meals. She's writing up a motion to bring to CSC that this can't be done. She will be talking to Lou to see if Finance will bring the motion. Discussed researching if this was approved by CSC in past.
- **By-law addition** - needed to clarify how we handle a leave of absence, including who can fill a position and if an alternate takes the position, do they have to give up all work with committees? Can an alternate take a trustee position (chair, treasurer, vice-chair, secretary) temporarily or does this need to be a moving around of positions of current trustees? This must be presented at CSC and is due to be posted 75 days before CSC, so we must act soon on this. Agreed to discuss at the face to face.

Next meeting – Face to Face meeting weekend of June 23rd through 25th

6:39 pm Closing Prayer