



Board Minutes for CoDA World Board Conference Call February 12, 2017

The Board of Trustees met on Sunday, February 12th by teleconference. Members in attendance included: Gerald B, Mary I., Jen L., Denny H., Madeline R. and Lorraine O. as voting members and Addie M. and Anita F. as alternates. There were 2 visitors – Linda A and Paul A – on the call.

Confirm round robin order:

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

After opening procedures, the following motions were brought up for ratification:

- **Minutes approval for December 18th and January 22nd – *Motion ratified unanimously.***
- **Motion to end the Committee's Recruitment Luncheon at CSC - *Motion ratified unanimously.***
- **Motion to end Coffee and Beverage Service at CSC - *Motion ratified unanimously.***
- **Motion to approve additional 30 minutes per quarter for Geff R to send out new meeting information. *Motion ratified unanimously.***

AGENDA ITEMS FOR DISCUSSION

Streaming at CSC– Discussion the logistics and cost of Live Streaming at CSC (approximate cost, \$1800 - \$2000). Decided to include this for discussion during the Board Face-to-Face in March.

Audio Material for CoNNections and SPO– Both of these entities has asked for the ability to play audio material on the website. After discussion, agreed to table this for further research and to obtain legal direction.

Action Item:

- ✓ *Gerry to research the various aspects involved in the inclusion of audio on website.*

SSC Face to Face – Discussed SSC’s request for an additional \$2,000 to meet Face to Face this year.

Madeline made a motion to approve an additional \$2,000 for SSC face to face. Gerry seconded. Results of votes: 2 yes 3 no, 0 abstentions. Motion failed.

2X2 with SPO, Outreach, and Webmaster/Gerry – Discussed this 2X2. The original intent was to have one member from SPO, 1 from Outreach and 1 webmaster or web liaison; SPO would like to have two members participate. Round Robin resulted in tabling the discussion to the board’s Face to Face meeting in March. (*Linda A clarified: One SPO member is to be an alternate.*)

Rooms at CSC - Discussion with nothing to report.

Email Etiquette form – Discussed adding to the email etiquette that “when you are CC’d (copied) on an email, it is an “FYI”, not for response”. We also need the Etiquette document translated into Spanish.

Action item:

- ✓ Madeline to request Eilyn to have SPO translate article on communications.

Request from SSC regarding the NYVEI – Discussed vetting responses from Committees.

Motion: Lorraine made a motion to have the Board review all committee’s VEIs responses and send them back to the committee for them to send it out. Jen seconded. Unanimously approved.

Monday Meet and Greet at CSC - This is being addressed at 2x2x2.

Raffle, Merchandizing Survey - ***Discussed*** how to handle this. Agreed it should be talked about at the 2x2x2 before survey is sent.

Action item:

- ✓ Prior to sending survey, Gerry, Addie will further discuss these two items at 2x2x2.

REPORTS

Treasurer’s Report –Denny gave an update on the Giving Wise Solutions giving platform for the website. More changes were suggested and Denny asked that the Board send any additional suggested changes before noon tomorrow. Denny is meeting with Zach to finalize this page.

Action Item:

- ✓ Board to send their suggested changes of the Giving Wise page before noon tomorrow.
- ✓ Denny to meet with Zach to finalize the Giving Wise donation page.

Account balances:

- ✓ Chase: PLAT BUS CHECKING: Available balance \$100,997.67
- ✓ BUS SELECT HY SAV: Available balance: \$60,071.65
- ✓ Total available balance: \$161,069.32
- ✓ National Bank of Arizona MONEY MARKET Available Balance \$160,379.50

Web Liaison Update – Gerry

- ✓ Discussed having the Website calendar include the Board meetings. Discussed giving Zach the ability to post items when Gerry isn't available. All agreed.
- ✓ Discussed the downloading of pamphlets on the Website. There are only four Spanish pamphlets available. Madeline to provide the list of pamphlets to SPO and find out if they have translated any of them, Linda advised that these pamphlets are on the way.
- ✓ A suggestion was made to have a member of the fellowship vet all announcements prior to posting them at the Website.

Action item:

- ✓ Gerry to meet with Zach and discuss creating a page for the pamphlets that can be downloaded.
- ✓ Gerry and Jen will work on this.

Denny made a motion to extend the Board meeting 15 minutes. Anita seconded. Passed Unanimously.

Legal Update – Gerry

- ✓ Discussed a Policy on having committees sign a conflict of interest. Deferred this for further email discussion.
- ✓ Discuss the contacts on the website that has members email addresses listed. Gerry contacted Adam for follow-up and direction.

Secretary - Madeline

- ✓ Discussed Action List - The last column of the Action list has links to all information being discussed. She reiterated that she will send the Action List for review one week prior to each meeting. She also said she is highlighting any vetting that need to be done before the meeting, to make them easier to distinguish.

Vice Chair- Lorraine

- ✓ The CoRe 2X2 has not been scheduled yet. She reported that the CoRe Board is meeting face to face and hopefully they will discuss that as well.
- ✓ Calendars – Discussed that Board Liaisons should contact their Committee Chair and ask them to send events they want posted on the calendar. Suggested that the Board Face to Face and regular Board meetings should go there too.
- ✓ Reported that the Board will host a one hour Q&A session with the Fellowship in Seattle. Agreed to set aside an hour from 5 to 6 for Q&A from the local fellowship in Seattle on March 11th, 2017.

Action item:

- ✓ Lorraine will let Seattle's Fellowship know.

Chair - Mary

- ✓ Mary thanked everyone for their work and said how she appreciated everyone's work given the time constraints and limitations incurred when working in a group.

OLD BUSINESS

- ✓ Reservations are completed for Board Face to Face in Seattle, Washington, March 10-12.

NEW BUSINESS

- ✓ **Contract for CD royalties.** Discussed that all contracts must go to board and legal prior to any signature.

Action item:

- ✓ Denny to discuss this with Events

- ✓ **Office 365 SPO Access.** Linda A. asked if the transition to MS Office 365 cancelled SPO's access to the Spanish website. Gerry replied that he doesn't think it does, but he will follow up.

Action item:

- ✓ Gerry to check on SPO access.

Next meeting – workgroup will be February 24th; Board Face to Face March 10th through 12th.

3:30 pm Closing Prayer