

# CoDA World Board March 2012 Conference Call

March 11 9am-11am PST

## MINUTES

MEETING CALLED BY	Evie S. , Board Chair
ATTENDEES	Lisa B. -Vice Chair, Barbara D.- Treasurer, Mercedes M.- Trustee, Julie B.- Trustee, Jutta – Trustee, Florence F. – Board Secretary
OBSERVERS	none

## Agenda topics

### FEBRUARY MINUTES

MOTION 1.	PERSON RESPONSIBLE	DEADLINE
To accept February Board Summary.	First-Evie/ Second Barbara Passed unanimously	N/A
To accept February Board Minutes.	First- Florence/ Second- Barbara- Passed unanimously	N/A

### TREASURER REPORT

BARBARA

DISCUSSION	We reviewed report sent via email by the treasurer.
<p>There is concern that CoRE has not sent a report for February. We only received a deposit in our account in early March. It is unclear if this deposit is for February or March as no report has been sent. There is an open ERR submitted by Translation Management Committee (TMC) that is currently being reviewed. There is discussion about the Travel Policy. Evie has suggested that we split it up into policy and procedure. The revision still has work to be done before presenting to the Board. Our goal is to have it ready as soon as possible.</p>	

### RATIFICATION OF MOTIONS PASSED VIA EMAIL

There were none.		
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### LEGAL

DISCUSSION	<ol style="list-style-type: none"> <li>1. ByLaws             <ol style="list-style-type: none"> <li>a. Changes must be to board secretary 75 days before the start of CSC (April 26)</li> <li>b. Lisa to send out draft so that we can approve by next con call on April 15<sup>th</sup>.</li> </ol> </li> <li>2. Core contract             <ol style="list-style-type: none"> <li>a. Evie had a discussion with Mary. Mary said that CoRE would take a fresh look at the proposed contract.</li> </ol> </li> <li>3. Memorandum of Understanding – ACTION ITEM- Lisa to resend emails as the board@coda alias has not been working correctly</li> <li>4. Status on Items that need to be signed or sent for signature             <ol style="list-style-type: none"> <li>a. We are up to date. There are a few new contracts that need to be resent due to the Board alias not working.</li> </ol> </li> <li>5. <a href="mailto:Legal@coda.org">Legal@coda.org</a>- ACTION ITEM- Florence, Outreach Board liaison, will ask Outreach to please use the <a href="mailto:legal@coda.org">legal@coda.org</a> alias when inquiring into legal issues to limit email traffic to <a href="mailto:board@coda.org">board@coda.org</a>. In addition, Florence will give answer to Outreach concerning the recent email inquiry about the use of our CoDA logo. There are CoDA logos that other CoDA groups may use on flyers or a website delineated in the Fellowship Services Manual.</li> </ol>
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### WEBSITE

MOTION 1.	PERSON RESPONSIBLE	DEADLINE
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To approve an additional \$179 requested by David G. to purchase Windows 7 so that he can deal with the internet explorer 9 issue. To pay David G.'s initial invoice for \$1229 which includes the \$179.	First- Evie Second- Barbara Passed unanimously	immediate
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MOTION 2.	PERSON RESPONSIBLE	DEADLINE
To NOT pay David F. his additional requests for money to turn over ownership of <a href="http://www.codaworldfellowship.org">www.codaworldfellowship.org</a>	First- Barbara/ Second- Evie 1 abstention, 5 yeas, motion passed	
ACTION ITEM- Evie to send email to Dave F. informing him of our decision.		

#### AD HOC and OTHER COMMITTEE UPDATES

<b>DISCUSSION</b>	<p>AD HOC- not meeting until next week so not much to report. They have only received 3 responses to their questionnaire.</p> <p>UNRESPONSIVE COMMITTEES- Lisa is putting together a policy and procedure about how to handle this problem. This issue may need to be addressed within the bylaw revisions. We are still concerned about the perceived inactivity of SSC.</p> <p>HOSPITALS AND INSTITUTIONS- Julie B., their liaison, is happy to report that the committee is very active and have an upcoming face to face meeting.</p> <p>CHAIRS FORUM- Julie B. is asking for permission to attend the next chairs forum meeting. Natasha, IMC chair, has already given permission. The group conscience says yes for Julie B. to attend.</p>
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#### CoDA SERVICE CONFERENCE (CSC) PREPARATION

<b>DISCUSSION</b>	<p>CSC AGENDA- We want to strive to make proper use of our time. We want to give Voting Entities time for reports and to ask for things they may need from us. Consideration will be given to committee time needed. ACTION ITEM- Lisa to discuss these issues with Events via email and at their next con call.</p> <p>DELEGATE LIST- Florence as Board Secretary is to maintain this list. Barbara states that we can get a list made at registration for conference. ACTION ITEM- Lisa will also discuss this issue with Events.</p> <p>REGISTRATION FEES- Finance took a GC and has decided to not charge a fee for Board members and Committee chairs as these fees will be reimbursed anyway. There is a question as to why we charge a fee for delegates. It maybe something left over from the past to cover the mailing cost of the Delegate packet which is no longer an issue. ACTION ITEM- Lisa to do more research.</p>
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#### OTHER OPEN ITEMS

<b>DISCUSSION</b>	1. IMC DISPUTES- Planning tentative date for conference call on March 28 <sup>th</sup> .
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#### FUTURE BOARD CON CALLS

April 15

May 6th

Face to Face meeting just before conference.