

Board Summary for CoDA World Board Conference Call
October 19, 2013 8:30am – 10:30am PDT

The Board of Trustees met in October by teleconference. Members in attendance included: Hal, Lisa B. Barbara, Chris, Florence, Dagmar, and Mercedes as voting members, and Lorraine as Alternate Trustees.

After our usual opening procedures, we approved the previous summary and minutes from the September 2013 Board meeting. We ratified the following Board group conscience decisions that were made during the previous month:

- Approval for archiving project at our face to face meeting, which includes reimbursement for extra days for selected board members
- Approval for Board and Finance Liaison document
- Approval for Board 3rd quarter 2013 QSR submission

The Treasurer gave her report which included the following items:

- We have over \$400,000 in the bank
- All CSC expenses have been paid

We discussed the hotel our face to face (F2F) meeting will be held at in November 2013. We hope to have a contract approved by early next week. We confirmed who will be attending the meeting.

There was nothing new to report about the CoRe contract.

The Website Development Project is moving forward. The Request for Proposal was finalized in time for October 1 planned distribution. We only received 4 notifications of intention to bid so we decided to redistribute including a few new places and extend the notification of intention to bid until October 16.

Discussion turned to the Committee Work Area (CWA) and the storage of documents in that area of the current website. We discussed various facets of this project including:

- Storage vs. archives
- Guidelines for committees about what gets stored
- What to do when the new website arrives
- Possibly using a cloud server for archive purposes
- Who will maintain the area

After much discussion, we decided to move this topic to our F2F meeting in November. We will contact our webmaster and ask if he will attend a portion of our meeting to discuss how to develop storage and archive areas for now and a transition for the future.

Next we discussed a request from the CoDA Email Team (CET) to change their email address from outreach@coda.org to info@coda.org. We decided it made sense to change it to info@coda.org with the knowledge that we would not have to change every mention of outreach email address on the current website. We will make those changes with the new website. It was noted that we can “point” an email alias to any email address we need to suit the needs of the fellowship.

Following this we discussed C-Phone and the fact that we (the Board) have not received a report from them since the June QSR. Before we went to the all-volunteer service, we were accustomed to receiving monthly reports from Answer 1. The Board liaison reported that the Cphone committee is a strong group and are working very well together. After a brief history of the transition from a paid answering service to an all-volunteer staff, it was determined that we can get some type of report that tells the Board how many calls are coming in, what types of calls are coming in, and how many responses are going out. Our Board liaison to Communications (of which C-phone is a sub-committee) will contact them and request a monthly report.

Two items will be discussed by email – Events request for a dedicated room at CSC 2014 for Spanish workshops and speakers, and the Board policy & procedure manual project.

We closed the meeting at 10:40am with the Serenity Prayer.

Future Board Meeting:

- Saturday & Sunday, November 16-17, 2013 in Los Angeles, CA
- Saturday, December 7 2013, 8:30AM Pacific Daylight Time

For those wishing to listen in on a board con call, please review the guidelines at <http://coda.org/service/conf-call-guidelines.htm>.