



Board Minutes/Summary for CoDA World Board Conference Call February 21, 2016

The Board of Trustees met on February 21st by teleconference. Members in attendance included: Gerald B, Mary I., Chris H., Denny H., and Lorraine O. as voting members. Jenn L. and Anita F. were in attendance as visitors.

After opening procedures, the following Group Conscience Motion, an extension of a previous meeting approved by majority via e-mail was ratified by unanimous vote:

- January 10, 2016 Minutes
- To have all Committees archive their committee minutes in the "Trusted Servants Area" within their committee boxes.
- That the contract for CSC 2016 be accepted as written.

AGENDA- Items for Discussion

Strategic Plan

Discussed the Strategic Plan Summary and Timeline. Board asked for more time to look at it. Asked Conni to resend to all and it will be discussed and voted on within the week.

Action Item:

- ✓ Board to email discuss and vote on the Strategic Plan updates within one week.

Publication & Distribution Contracts

SOS sent a list of documents that need to be updated, listing items that are coming due and when things are to be signed. This list is in the legal repository and in google docs and the Board has access anytime. To keep this going, it was agreed that SOS will get the contracts ready for signature, then send out to the Chair and Vice Chair to sign. They will ping everyone on a monthly basis.

Gerry reported that the Canadian contracts have been renewed. New contracts come from TMC, then sent to board for approval, then signed and put in repository. There are no current pending contracts.

Action Item:

- ✓ Zach to get with Lorraine and Chris on Monday to finalize the outstanding un-signed documents.

Chairs call - Chris

Chris reported that it was a good call, positive and well done.

Jen L reported that CoDA has a WebEx online forum at onlinecoda.net. This is a good tool to communicate and be more interactive with the fellowships. On the Message Forum they are finding more beneficial feedback. Jen hosts a meeting on Thursday nights here, taking people through the steps on Thursday night. Discussed if this tool could be used at the CoDA Service Conference (CSC) or on the website.

Another item discussed was digital technology. A lot of the literature printed by Core could be produced digitally. Investigation is needed concerning this. Discussed having a Work Group to talk about a Kindle for the CoDA literature. Chris wants more email discussion on these two items.

Action Item:

- ✓ Discuss using the online forum technology for CSC
- ✓ Discuss forming a Work Group for digital items via email in between now and next meeting.

2016 CSC - Mary

Mary reported that this year's CSC will be at the Carefree Resort in Carefree, Arizona in October, 2016. It is a fair ways from the airport, so they will be working on transportation options to and from the resort. Denny already signed the contract and paid the deposit.

Action Item:

- ✓ Denny to send a copy of the signed contract to SOS.

Next Board Face to Face Meeting - Chris

Chris opened the discussion on when we should get together for the next face to face with the Board. Since the CSC is in October it was agreed we should try to get together in May or June. After a round robin discussion, we agreed to meet the third week of June 24th through 26th – arrive Thursday, work Friday and Saturday, leave Sunday. ***Motion to approve was unanimous.***

CSC Board Meetings - Chris

Discussed when is the best time to meet at the Face to Face at CSC. Normally we have our face to face on Saturday and Sunday, then meet with Chairs on Monday. Discussed that we need more time with the new board on the back end. Discussed making it known that there would be a new board meeting the day after the CSC with the new board so anyone that would run would know to stay.

After round robin discussion, agreed to have the current Board come in on Saturday, October 8th in time to have a Board dinner and meet all day on Sunday, with a Chairs meeting on Monday.

Options for the new Board to meet is Friday until 6pm or a short meet and greet on Friday and a board meeting on Saturday, October 22nd from 8:30-12:30pm. Agreed to discuss this further via email.

Action Item:

- ✓ Email discussion about new Board meeting at CSC.

Liaison Positions - Chris

Discussed Liaison Positions and rotation of some positions. Lorraine agreed to step into the Web Liaison position, Gerry will step into the Legal Liaison position and Mary will be Literature Liaison. All will rotate going to the chairs meeting. Mary will clean up the Liaison master list.

- o Finance – Denny, Lorraine backup
- o H&I – Chris, Mary backup
- o IMC – Chris, Gerry backup
- o Literature – Mary, Lorraine backup
- o Outreach – Mary, Denny backup
- o SSC – Denny, Chris backup
- o Spanish Outreach – Denny, Mary backup
- o Communications – Lorraine, Chris backup
- o Connections – Mary, Chris backup
- o QSR – Mary, Chris backup
- o CORE – Gerry, Lorraine backup
- o Legal – Gerry, Mary backup
- o Web – Lorraine, Denny backup
- o Chairs - Chris

Action Item:

- ✓ **Mary create and publish Liaison master list.**

Denny made a motion to extend the board meeting by 15 minutes to 3:30pm. Mary seconded. Approved unanimously.

CoRE Discussion

Discussed a letter received by Dagmar by bullet point:

1. That "Carrying the Message - Living the 12 Step" and "Healthy Meetings Matter - Building CoDA Community" be retired and be added to the "CoDA Meetings Handbook" (formerly known as Meeting Starter pack) – After discussion feels this might be a legal discussion and should be send to CoDA Service Conference (CSC)
2. That the selling price of the following items be reduced as shown - this to include both Spanish and English versions
 - o Blue Book - currently \$15. down to \$12
 - o 12 Steps and Tradition Workbook - currently \$15.00 down to \$12
 - o In this Moment Meditation Book - currently \$12.50 to \$10
 - o Abridged version of Blue Book - currently \$10.50 to \$9

After round-robin discussion, it was felt that more information is needed, including what the financial impact would be. Agreed to have further email discussion, but any changes would need to go to CSC for a motion, including full disclosure on the impact on the Fellowship financially.

Action Item:

- ✓ *Chris to start an email discussion.*

Board Meeting Date and Time

After discussion, agreed to keep the date and time as is. No change.

Treasurer's Report – Denny

Denny reported that the current accounts are as follows:

Chase Checking Account Balance:	\$ 62,025.81
Chase Savings Account Balance:	<u>\$ 60,041.61</u>
Total:	\$122,067.41

National Bank of AZ (from last month): \$180, 246.61

Denny reported that all ERR's and Account Payable are paid. Lou just sent out a P/L report to the board members.

Committee Check-in - Spanish outreach has a new chair. The chair is doing her best but the committee is struggling.

Website Update – Gerry

As Gerry leaves Liaison, he gave report on where we are at. He will help Lorraine get started. The Meeting Locator is very close to being finished, but the data is an issue. After round robin discussion, agreed that we need to have the data updated before it goes to the Fellowship. Agreed to have SOS work with Joan to get together and tackle updating the website as soon as possible. Denny to talk to Joan and Conni to work with Joan once agreed to. Agreed to have this done within one month. Agreed we could have it tested by a few others, as long as they understand the database is being worked on.

Action Item:

- ✓ *Denny to talk to Joan about working with SOS on the database.*
- ✓ *SOS to take lead on database updates.*

Secretary's Report – Mary

No report.

Vice Chair Person's Report – Lorraine

No report.

Old Business:

- Commemorative 30th year Coin. This was tabled until we have info from events, including a drawing of the proposed commemorative coin. Board would also like to be assured it is only for Conference.
- "Fair use" policy for our website - ongoing
- Discussion interest in "group inventory" - ongoing
- Awareness campaign for the fellowship - ongoing

- P&P Changes – in progress

New Business:

- Does current board want a work group to delineate legal responsibilities and healthy boundaries between the fellowship structure and the corporation structure? This board has not tackled that. Agreed to more email discussion. Mary will lead the discussion.
- Committee minutes to be stored on the website in the Trusted Servant’s Area– this was approved via email - “All committees archive their committee minutes in the Trusted Servant’s area.” - however, it was felt maybe we needed to go back and revise the wording so that it doesn’t seem like a command, but a request.

Action Items:

- ✓ *Mary lead email discussion on Fellowship structure and Corporation structure.*
- ✓ *Discuss via email the request to committees to archive their minutes.*

Lorraine made a motion for further discussion and wording before presented to the committee chairs. Denny seconded. Approved by 4 ayes and 1 nay.

Following closing prayer, the meeting adjourned at 3:15 pm.

Next Board Meeting re-scheduled for March 13th at 2pm, Pacific Time – please note time change with daylight savings.