

Minutes for CoDA's H&I Committee meeting

Sunday, May 20, 2016. Time 3:00 pm Eastern, 2 pm Central, 1 pm Mountain, 12 pm Pacific for one hour.

Members attending in order of Rotation:

Darlene H	760-282-4796	Torrance, CA
Lou L	217-898-2847	Mahomet, IL
James B	310-702-8272	Mobile, AL
Kathy	217-979-2847	Mahomet, IL

Opened with the Serenity Prayer followed by a brief check-in. Lou volunteered to take the minutes and the meeting was recorded. Playback Number (712) 775-7029, Meeting ID: 874-326-850

The minutes of meeting on April 17, 2016 were accepted as written.

Activity reports:

- 1) April was slow month with only 22 letters received, 13 needed responses that were mailed out (others from one institution* that is processed through a contact at the institution). No new institutions. (*Discussed possibly sending a revised first letter to inmates from the York Correctional Center in CT. Not a high priority right now.)
- 2) In April we received \$1,523.20 from one individual in donations to the BFII.
- 3) Email, several responded, and one still in process. Working process to utilize CoDAhosp@gmail.com
- 4) Books ordered and report is done. See chart. Reorder for new stock has been started, waiting approval. Once approved, we will place order with CoRe.
- 5) Inmate sponsorship no report

Literature Ordered April 2016					
Piece of Literature	Prev Inv.	Eng-lish	Span-ish	Totals and Notes	New Inv.
Co-Dependents Anonymous Book	122	32	-	Total Blue Books	90
Co-Dependents Anonymous Pocket Book	44	-	0	32	44
12 Steps & 12 Traditions Workbook	40	19	-	Total Workbooks	21
12 Steps & 12 Traditions Workbook-SP	27	-	0	19	27
Standard Packet		2	-	Total Standard Packets	
Standard Packet-SP			0	2	
Institutional Meeting Handbook			-	Standard Packets are	
In This Moment		1		a set of pamphlets and booklets	
MSP			-	CoRe donates.	
Other			-		
TOTAL	233	54	0	54	182

Old business:

- 1) Follow-up on survey progress. Darlene will share spreadsheet she had work with. Lou & Darlene will talk off line about tracking the contacts & follow-ups.

- 2) Welcome letter to new H&I subscribers: follow-up. Jim shared a brief letter with committee and we approved it. Lou will help get it instituted with Geff. Suggested we send quarterly emails in some way. We need to educate people about H&I to let our contact list know about us. Maybe this is a goal for next year.
- 3) Use of codahosp@gmail.com for emailing. It gets hosp@CoDA.org
It will help to track correspondence for the committee.
After a lot of discussion we wanted to have Trusted Servants serving CoDA to be able to respond from a Coda.org email account. Darlene volunteered to write a motion requesting CoDA setup emails for volunteers from @CoDA.org to be presented to CSC.
- 4) Follow-up on Lou's response to Gabriel in Israel. Kathy & Lou still working on this.

We will address New Business items next time:

- 1) Cross-training for committee tasks.
- 2) Policies for use of codahosp@gmail.com.
- 3) What changes need to be done on the H&I Service Info webpage?
- 4) Changing the Books for Inmates and Institutions donation match.
- 5) Sending Invitation to committee meeting to list.

Jim offered to be a time keeper next time.

Close with the "We" version of the Serenity Prayer

Next meeting: Sunday, **June 19, 2016.**

Future meetings

and

Deadlines:

7/17/16

8/19/16 Motions due for CSC

8/21/16

9/18/16

9/18/16 Reports, Budgets, and goals due for CSC.

10/16/16?

CSC in Phoenix, 10/18-21/16

Action items:

- 1) Lou & Darlene will work on tracking follow-up on survey results.
- 2) Darlene write a motion re emails from GoDA.org.
- 3) Lou will send new welcome letter to Geff to start using.
- 4) Kathy & Lou will work on making response to Gabriel in Israel more generic to be sent out on the H&I list-serve and on website.
- 5) Kathy will order books for inventory.
- 6) All: Text Lou to get password to CoDAHosp@Gmail.com. (217-898-2847)
- 7) ALL: What committee area are you willing to be cross trained in? See P&P Manual for job descriptions.
- 8) ALL: Review H&I web page for changes.
- 9) Gabe: Report on sponsorship activity.