



CoDA Quarterly Service Report

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1st Quarter 2005

www.coda.org

CoDA Board Report

Treasurer: Evie S., Treasurer, reports that gross income for 2004 was up 8% reflecting increased 7th tradition giving and royalties from CoRe.

CoRe Audit: We are looking for CPA to do the CoRe audit per Service Conference motion. Estimates are that it will cost CoDA, Inc. \$5,000, largely because audit must be conducted in two locations.

World Service: Gerry from CDRS reported that their projects show that under proposed contract to publish literature in English in Canada, CDRS could not break even. After considering this information, the Board proposed that CoDA, Inc. would loan CDRS \$6,000 USD. The loan would be repaid with the first \$6,000 in royalties. CDRS believes this will work, although they are not enthusiastic about 40% royalty that is same as CoRe pays CoDA, Inc.

The Board hopes this will serve as a model for other areas seeking permission to publish CoDA literature.

At the Board's face-to-face meeting, there was a discussion of how we could encourage attendance from outside of North America, at the CoDA World Conference, in August. The Board voted to reimburse the first four separate non-North American persons registering to attend the CWC up to \$500. The Conference Committee will be asked to promote this in its publicity for the Service Conference.

To support and strengthen the growth of the Fellowship worldwide, the Board voted to establish a Revolving Literature Fund of \$1,000. Board sees this as "active outreach" to new groups throughout the world. A group can request \$250 non-interest loan for literature and CoDA, Inc. will pay for it. The group borrowing the money will repay CoDA, Inc. when the literature is sold. Should a group renege on loan, the Revolving Literature Fund would have that much less for future requests.

Legal: *German CoDA book:* Doug P. has communicated with German CoDA regarding their translation of the CoDA Book into German. He is following up with a request for the contract they claim to have to publish the book.

Fellowship Services: To implement 2004 Service Conference motion, Ramona P. to tell FS to start tracking 7th tradition donations by state and to make a report when he sends deposits.

Convention 2006: The Board approved the 2006 contract for the Convention to be held in Austin, TX. This was done after asking the committee to renegotiate and clarify a number of items to insure that CoDA, Inc. does not end up with a deficit to cover.

For the Board of Trustees: David L., Chair

CoDA Service Conference Committee

The 2005 CoDA Service Conference Committee has been meeting on a monthly basis in Littleton, Massachusetts since December 2004. The following committee positions have been filled - Committee Chair, Vice Chair, Treasurer / Registrar, Hotel Liaison / Entertainment Coordinator, and several sub-committees have been formed - Spirituality Day Committee, Equipment Committee, Entertainment Committee.

The following tasks have been accomplished - the Crowne Plaza Hotel in Nashua, New Hampshire was selected for the Service Conference and has been reserved, all Conference costs have been determined, the food options have been selected, and a photocopier rental provider has been chosen. The Service Conference registration form is expected to be finalized on March 9 and forwarded before March 13, entertainment is being planned and arranged, the Pot-Luck dinner / meeting at Grace Lutheran Church is arranged, and several local CoDA members have volunteered for duty during the Conference. These accomplishments have been made through the hard work of the members of the Service Conference Committee, which includes: Denise L., Janet C., Jerry T. (Entertainment Coord./Hotel Liaison), Judi T.(Vice Chair), Joe H., Mike G. (Chair), Sharon R. (Treasurer/Registrar), and volunteers: Pam B., Monica O., Mario C., Mark L., Kevin M., Chuck L.

Respectfully Submitted,

Mike G., Chairperson

SAVE THE DATES!

CoDA Service Conference: August 17th--20th

Spirituality Day: August 16th

CoDA Literature Committee

New literature, *Tools for Recovery*, was approved at the CoDA Service Conference in Albany and is now being prepared for publishing. We hope to have this booklet available for ordering from CoRe by the end of March 2005.

The *In This Moment* meditation book remains a major focus of the Literature Committee. We hope to have this project completed in time to seek approval at the CoDA Service Conference in August 2005. The ITM project committee will be meeting at the end of February for an editing session. CoDA members can still submit meditations, but in

order to be included in this book we will need to receive them ASAP. The ITM guidelines and the *Assignment of Copyright* form are available on the CoDA website, www.coda.org. On the main page, click on "CoDA Forms or "What's New."

The Literature Committee is seeking the experience, strength, and hope of CoDA members on the topic of love, sex, and relationship addiction as it relates to the core problem of codependency. ES&H submissions will be used to develop CoDA literature on this subject. Please complete an *Assignment of Copyright* form along with your submission and mail to: CoDA Literature Committee, P.O. Box 33577, Phoenix, AZ 85067-3577. You may also email your ES&H to lit@coda.org, but in order for the committee to use your submission, an *Assignment of Copyright* form would still need to be mailed to the above address.

The Twelve Steps and Twelve Traditions Workbook is being reviewed to consider any edits or changes deemed necessary, particularly regarding Step Four. If you have experience based on your use of the CoDA workbook, the Literature Committee is interested in receiving feedback. You can contact us by email or regular mail at the above addresses.

Literature for Hospitals & Institutions and CoDA Teen needs updating, as do our committee guidelines. We have a number of other projects in the works and expect to remain busy throughout the year.

In Service,
CoDA Literature Committee

Outreach Committee Report

Volunteers Needed!

The Outreach Committee (Outreach) needs more volunteers to help answering email requests from all over the country and the world. Sadly, we have had much turnover in the last quarter. Several people have resigned from the committee since the CoDA Service Conference: Fred M., Erin Q., Dan D., and Allen B., who have given long periods of service, ESH, and energy to Outreach, are no longer with the committee. These losses have created a need for more volunteers.

We currently have 3 people left on the committee: Florence M., Karen G., and Tracey R. We also have an observer.

The upside of the turnover is that we have streamlined our email communications. Whereas we once had multiple discussions and voluminous emails to plow through, we now have a reasonable amount of email to deal with. The obvious downside is the loss of service workers and camaraderie.

Good news for Outreach this last quarter is the creation of the Spanish Outreach subcommittee in October. We now have 5 bilingual volunteers and 2 English-only service workers. The efforts made by this group have been phenomenal in reaching out to the codependent who still suffers throughout the Español-speaking world. It has been a joy and a privilege to be part of such growth. The Spanish Outreach committee is:

Ana (TX), María (IL), Mónica (Guatemala), Marta (Chile), Cari (FL), Florence (MD), and Tracey (IL).

People interested in joining this committee to answer emails can contact us at outreach@coda.org

Bilingual people interested in helping out with Spanish Outreach can write to either that address or spanishoutreach@coda.org

Translation Management Committee

No Report

Spanish Outreach

No Report

Teens

It has been a busy quarter for us all. We have finally completed that recent draft of the "Suggested Format for Hosting a Teen Meeting." All who helped put in a great effort and I would like to say a special thank you to Judi for taking on the project and moving it forward and to Laurel for all her hard work with CoDA Literature.

We are beginning to look at the next phase in getting supporting materials fliers, handout etc. Anyone interested in helping, please send a short bio of yourself to the teen committee at teens@coda.org.

We are hoping that all goes well with the process of getting the materials approved so we can get it printed and CoRe can start making it available by this year.

Again thank you for allowing us to work in such a great area of interest where the need is.

Geri S.
Teen Chair

CoDA Convention Committee

Greetings to our CoDA International Community:

The Convention 2006 Committee welcomes you to

“KNOWING A NEW FREEDOM”

CoDA Recovery Convention in Austin, TX, May 25-28, 2006 Please note flyer and mark your calendars.

The registration form will be on the web soon and your regional contact people will have the details as well. What's real important now is to hear from:

- (1) People who want to do workshops and be Keynote Speakers and
- (2) People who want to recommend workshop leaders and speakers.

Please submit your proposals, recommendations or questions to David Mc at
Conventionspeakerworkshop@CoDA.Org

Don't be bashful if you want to apply. We need lots of workshop leaders.

Remember that Austin is warm enough to bike, hike, swim, and rock climb in May. You can rent bicycles and rock climbing equipment here as well as canoes and kayaks. We have lots of daylight. The evenings can be filled with meetings, open-air music concerts and outdoor restaurants. We are looking forward to your presence at the Convention.

For general information, please email us at Conventioninformation@CoDA.Org

In Service
Gayle T
Chair, Convention 2006 Committee.

Service Structure Committee

2005 Committee Goals

1. Respond in a timely manner to states issues and other issues referred to us by the Board at CoDA Service Conference (CSC) and throughout the year.

We are currently up to date on this goal.

2. Ongoing foundational document creations, revisions and distribution as needed, including CSC 2004 approved changes to the Fellowship Service Manual (FSM) and the CoDA Inc. Bylaws and creation of a voting/election procedure to be presented at CSC 2004.

We have completed the changes to the bylaws as instructed by motion from the CSC2004. They are being looked over by the entire SSC right now and will be submitted for Board to take a look at in 2 weeks. (late March)

The FSM is under extensive markup due to the worldwide nature of our organization. The biggest issue we have is how to apportion voting rights to enable countries the right to vote, to ensure all members of the Fellowship are represented by only one voting entity and to make a transition to this status as smoothly as possible. On the following pages, you will find a write up that shows what we are currently looking at and working toward. We welcome constructive input from all members.

2005 Committee Action Plan

1. Regular, ongoing communication among committee members.

This has been done and is ongoing. We have had one conference call and have scheduled two more.

2. Up to two face-to-face meetings to deal promptly with issues presented to us by the Fellowship and the Board.

A face-to-face meeting has been tentatively scheduled for June 3-5.

3. Report progress to the Fellowship quarterly via the QSR.
If you're reading this, we are up to date.

Proposed new voting structure:

With the expansion of CoDA, Inc. to include representation from all countries it is necessary to rework the section of the By-laws that define the areas that a delegate may represent. Below is one of the possible changes being considered. Any comments or suggestions may be sent to ssc@coda.org.

Section 2 Defining "Voting Areas" that can send Delegates

Each Country is automatically entitled to send two (2) Delegates. A Country may surrender its two (2) Delegates and request that each State, Province, Territory, or similar sub-unit within the Country be granted two (2) Delegates. The governing principle is that a member of the Fellowship will only be represented by one (1) set of two (2) Delegates. A Country may also request sub-divisions for reasons of geographical separation, language, or other recognizable characteristics. Each State, Province, Territory, or similar sub-unit may request that it be split along an internally agreed upon division and each sub-division of the State, Province, Territory or similar sub-unit be granted two (2) Delegates. Each sub-division should have enough members and meetings to support a viable service group so that all meetings are still represented. Each State and Territory of the United States of America is entitled to two (2) Delegates.

The Issue Mediation Committee will handle requests for CoDA to recognize Voting Areas. Through the group conscience process, Voting Areas select Delegates and Alternate Delegates to carry the will of the Membership to CoDA, Inc. meetings. In order to guarantee voting rights, each Voting Area service board must be duly authorized by the Issue Mediation Committee. In the absence of a Voting Area service board, members of that Area shall present an alternative selection process based on group conscience decision making to the Issue Mediation Committee. This procedure insures adherence to the program of recovery endorsed by this organization.

Section 3. Delegate selection/election explained:

A Delegate (Delegate) is a Member and trusted servant in the CoDA Fellowship of the Voting Area represented and has an active interest in carrying the message to other co-dependents who still suffer. The Delegate is duly selected/elected by a method which the Voting Area where the Member resides or provides service work has constructed, and is to be that Voting Area's representative at Conference. A Delegate has one (1) vote at Conference. Each Voting Area may select/elect no more than two (2) Delegates. Each Voting Area may determine its own method of selection/election, qualifications and requirements for office, and length of term of office for a Delegate. If a Voting Area consists of multiple regions, members of that Area may determine the method of selection of two Delegates on a regional basis. In regions consisting of two or more Voting Areas, members of that region may determine their own method of selecting Delegates but the total number of Delegates from that region may not exceed the total permitted number of Delegates [number of Voting Areas in the region multiplied by two (2)]. It is the responsibility of each Voting Area's service board to notify, in writing, the Secretary of the Board of the selection/election to office of its Delegates and terms of office. Generally, this notification is provided at least thirty (30) days prior to Conference. In the absence of such notification, a Delegate's voting rights are subject to review by the Issue Mediation Committee.

An Alternate Delegate is a Member and trusted servant in the Voting Area's Fellowship who has an active interest in carrying the message to other co-dependents who still

suffer and is duly selected/elected, by whatever method the Voting Area where Alternate Delegate resides or provides service work has established, to act as an Alternate Delegate at the Conference. Each Voting Area may select/elect as many Alternate Delegates as it chooses. If a state consists of multiple regions, members of that Voting Area may determine the method of selection of Alternate Delegates on a regional basis. In regions consisting of two or more Voting Areas, members of that region may determine their own method of selecting Alternate Delegates. In the event the duly selected/elected Delegate is unable to serve the term of office, or resigns or blatantly reveals an unwillingness to execute these responsibilities as a Delegate, an Alternate Delegate becomes the Delegate until the Voting Area acts to select/elect a new Delegate according to its selection/election process. Each Voting Area's service board must notify the Secretary of the Board of the selection/election to office of its Alternate Delegates, their order of replacement, and term of office. This notification is generally provided at least thirty (30) days prior to Conference. In the absence of such notification, an Alternate Delegate's voting rights as a replacement for a Delegate are subject to review by the Issue Mediation Committee.

Respectfully submitted,

Leo Carlin, with thanks to my excellent committee.

Website Report

Communities may send in information about their CoDA events and it will be posted on the Calendar of Events page. Remember the information needs to follow the Web Site Guidelines.

The web team continues to receive and review requests from sites requesting a link from the CoDA website. If you are interested in having a link to your community website, please read the guidelines posted on the website and send in your URL. The more links we can offer, the greater service we are to the Fellowship. The requests are referred to the Board of Trustees Legal Liaison for resolution of any copyright issues.

The International meeting lists previously on the CoDA World Service web site were transferred to the CoDA web site during the past quarter. There remains much to be done to improve the presentation and accuracy of the information.

Comments and suggestions concerning the web site can be sent to webinfo@coda.org
 Selected usage stats for January 2005.

Breakdown of Traffic by Continent

North America	with	23353 sessions.	(71.40 % of traffic)
South America	with	171 sessions.	(0.52 % of traffic)
Europe	with	299 sessions.	(0.91 % of traffic)
Asia	with	76 sessions.	(0.23 % of traffic)
Australia & Oceania	with	86 sessions.	(0.26 % of traffic)
Africa	with	14 sessions.	(0.04 % of traffic)

Most commonly viewed pages

Top 10 most commonly accessed pages during period:

/coda/searchmeetings.asp	with	40014 page views	(29.06% of all traffic)
/default.htm	with	21074 page views	(15.31% of all traffic)

/newcom.html	with	4886	page views	(3.55% of all traffic)
/codapatt.html	with	4356	page views	(3.16% of all traffic)
/meeting_lists/index.htm	with	4111	page views	(2.99% of all traffic)
/coda12st.html	with	3258	page views	(2.37% of all traffic)
/codatool.html	with	3006	page views	(2.18% of all traffic)
/meeting_lists/alternative_meeting_info.htm	with	2521	page views	(1.83% of all traffic)
/codameet.html	with	2301	page views	(1.67% of all traffic)
/codafaq.html	with	2143	page views	(1.56% of all traffic)

From your Web Team in 12th Step Service

Rick M.
Curtis F.
George F.
Sheila H.

Website Task Force

No Report

Finance Committee

Please check the Trusted Servant Guidebook (<http://www.coda.org/tsg/>) before submitting an Expense Report. If you don't already have the ID and password you can check with your committee chair or the web team at webinfo@codea.org for the ID and password.

Income rose slightly in 2004 and expenses, as usual, are running below budgeted. Our actual expenses have been only about 50 percent of budgeted. The Finance Committee recommends that all trusted servants of CoDA, Inc. continue to spend wisely and frugally. We encourage all meetings and groups to consider making or increasing 7th Tradition donations to CoDA, Inc. Seventy percent of our income last year was from the sale of CoDA Conference Approved literature.

Your Finance Committee

Judi T.
Steve M.
Curtis F.
Della B. Chair

Co-NNections

Since the last report, Co-NNections has had 4 submissions and 2 words of wisdoms additions. That brings the total to 14 submissions. To make Co-NNections a success we need more submissions. We are half way through the year already. Writing talents are not needed for Co-NNections. Just share your

experience in recovery. If you can share in a meeting, you can share with Co-NNections.
Rick M. Co-NNections Chair

Hospitals & Institutions (H & I) Report

No Report

Online Support Committee

No Report

CoRe

No Report

Issue Mediation Committee

No Report

Fellowship Services

No Report

CoDA Quarterly Service Report (QSR)

No Report

FYI

Proposed amendments to the CoDA Bylaws must be submitted to the Secretary of the Board of CoDA, Inc. at least seventy-five (75) days prior to the Service Conference.