



CoDA QUARTERLY SERVICE REPORT

Co-Dependents Anonymous, Inc. PO Box 33577 Phoenix, A.Z. 85067
(602) 277.7991 www.coda.org
4th Quarter 2007

BOARD OF TRUSTEES REPORT

WEB COORDINATOR REPORT

I continue to fight against SPAM on the CoDA email system. The SPAM emails continue to range around 900 per week during this quarter. However, it hit a peak of 15,300 one week. Various requests for updates of the website are listed and tracked in an Excel spreadsheet. To date there have been 644 requests. 600 of these have been completed leaving less than 50 that have not been accomplished. Some of these will be accomplished by the end of the year. Others require work by the web contractor and area awaiting him to complete his present work before starting on these.

The Fellowship Services (FS) worker continues to give great support for meeting changes. So far this year, the FS worker has processed over 1160 meeting changes of some sort. Of course, this is not all that the FS worker does. In addition to the 1160 meeting changes, she has processed 485 separate 7th Tradition Donations and forwarded 322 pieces of correspondence to various committees. The World meeting updater is preparing for a batch update of non-US meetings since the work on the database is taking so long. Unfortunately this means that these meetings will have to be updated again with the release of the new database.

The web contractor has completed phase II of enhancements to the meeting database to combine the US and World meetings into one database. He predicts that the new database will be released by the end of February. We expect the new interface will greatly enhance the search for and update of meetings.

Roy L.
Web Coordinator

WORLD LITERATURE PROCESS TASK FORCE

In 2005 the CoDA Service Conference (CSC) created this task force and charged them with creating a process to assist other countries in purchasing CoDA literature. The motion approved by the 2005 CSC stated that the World Literature Process Task Force (WLPTF) would consist of a member from each of the following: Translation Management Committee, Finance Committee, Literature Committee, CDRS, CoRe, and a member of the Board.

Nothing happened in 2005-2006. At the 2006 CSC, I volunteered to chair the task force and asked for a volunteer from each of the groups noted in the motion from 2005. We e-mailed CDRS (Canada) and asked for a member to serve on this task force, but received no response.

We decided that in order to arrive at a workable process, we needed to first understand what problems exist. We e-mailed the Voting Entities from outside the USA that attended the 2006 CSC and requested they share any issues or problems they had in regards to purchasing CoDA literature. We did not receive any response. We also reached out to the Fellowship through the CoDA Quarterly Service Report twice, requesting assistance in determining problems, issues, and possible solutions; again, no responses. We did receive an e-mail from Spanish Outreach enquiring about the status of Spanish literature.

The task force was getting frustrated with the lack of input from the people we were trying to help. We believe CoDA literature is the best way available to carry the message to other codependents who still suffer.

The Board continually asked for progress reports and we had nothing to give them.

We researched the cost of shipping to Canada; I am still not sure how much they have to pay for our literature. In some Canadian providences, anyone ordering CoDA literature must pay 14% plus \$5.00 per order, plus additional charges, depending on the total cost of the order. For example, on an order of \$40.01 - \$100.00, there is an additional charge of \$19.45. It is very costly to get our literature shipped out of the USA.

We reviewed the cost of Print on Demand. Those figures are not part of this report, but it is an expensive method of obtaining our literature, plus CoRe would have to provide an electronic, printable copy of the requested item.

This task force would like to go on record as supporting the Board's suggestions of offering a sliding scale for royalties starting as low as 5% for printing and sales outside of the USA.

The delegates from Germany asked for a meeting with the task force during committee time on Wednesday; they had some ideas to share. A lot of what we talked about will be reported by the Translation Management Committee.

CoDA in Germany was created as a non-profit organization, and there are very strict rules regarding non-profits in Germany. If they pay CoDA, Inc. royalties, it would appear they are making a profit. They prefer to give CoDA a check as a donation to Seventh Tradition funds. For those of you that do not know, the German delegates made a donation of \$800 to CoDA, Inc. last year and have another check to donate this year.

The members of the task force feel this more than meets the requirement of CoDA royalties.

After speaking with the German delegates, it seems the best approach in assisting other countries with purchasing literature is to listen to each country's unique situations and needs; it's better than having the USA impose any guidelines. There are too many differences to endorse "rubber stamping" any kind of process. It was a very informative meeting. I have a better understanding of their needs and hope we can all work together to "share the message."

It appears to this task force that there is no way to create a process to assist all countries. We appreciate your confidence in us. If the Board decides to create another task force, we will share any notes and information we have with them.

Ramona P.H.
Chair, WLPTF

Judi T.
Anita F.

Laurel H.
Curtis F.

Translation Management Committee (TMC)

The Translation Management Committee is in communication with codependents around the world who want to carry the message of recovery by translating CoDA Conference endorsed literature.

We are currently in touch with people in Norway, Quebec, the Netherlands, and Brazil. Also, the Meeting Starter Packet was translated into Mandarin Chinese, and is now being proofread.

We welcome new members to TMC! Send email to translation@codas.org

Co-NNections Committee

During this past quarter, the Co-NNections Committee has been receiving, reviewing, and posting member submission. We have also continued to work on copyright and related issues.

During the recent CoDA Service Conference, Co-NNections proposed that Co-NNections be distributed via the internet, only. Delegates at the conference voted in favor of our recommendation.

Co-NNections Committee members for 2007-2008 include: Bruce O. from NY, Claudia F. from MD, Gary R. from Maryland and Stu S. from FL. Salle from California will also be helping out. We have nothing new to report at this time.

Gary R., Chairperson
Co-NNections Committee

FINANCE COMMITTEE

The Finance Committee is happy to announce the addition of our newest committee member Shirley J. of FL. We now have 4 members. Judi T., Curtis F., Shirley J., Della B.

We have completed the preparation for the 2005 audit and are working with the Treasurer in preparing for 2006 audit. Our plan is to have both the 2005 and 2006 completed audits included in the 1st Qtr 2008 QSR. Our next task is to work with Treasurer in preparing for 2007 audit and have it in the 2nd qtr of 2008 QSR.

Finance made motion at 2007 CSC to change the way our prudent reserve is calculated. The motion was passed and CoDA's prudent reserve is now set as an amount equal to total actual expenses from the previous 3 years, rather than 3 times the average budgeted expenses for the last 3 years. This change allowed Finance to recommend to CSC that they pass the proposed 2008 budget of \$126,950. This budget was approved.

The good news is that income is up mainly due to CoRe Royalties and the Treasurer, Jay F. finding and creating ways to cut expenses.

Respectfully Submitted
Finance Committee Chair
Della B.

OUTREACH COMMITTEE

Outreach remains a busy committee answering emails from all over the world, but we are happy to say the number of e-mails has shown a steady decrease over the past year. This may indicate people are finding information more readily after the web site revamp, but we do not have any conclusive information about.

<u>Quarter</u>	<u>Outreach (E-mail No.)</u>	<u>Spanish Outreach (E-mail No.)</u>
<u>First</u>	<u>288</u>	<u>109</u>
<u>Second</u>	<u>217</u>	<u>45</u>
<u>Third</u>	<u>166</u>	<u>52</u>
Total	671	206

The committee currently consists of five volunteers. If anyone feels called to do this service work, check out our ad at: <http://www.coda.org/serviceops.php> and send an e-mail to Outreach@coda.org letting us know you are interested.

During the last quarter, several Outreach and Spanish Outreach members each called 15 meetings with last update dates of 2005 to see if the meetings were still active or not. Updates collected were sent to the Fellowship Services Office. We plan to send out a flyer to all meeting facility addresses (around 168 meetings) with last update dates older than 2005 to get the meeting information updated. We send the flyer to the facility address because often the contact person's information is out of date. The last update date is the fastest way to see if the meeting is active. Meetings with last update dates older than two years may be inactive. If a meeting goes dark, let us know by sending an e-mail to meetings@coda.org. Meeting updates can be done online at <http://www.coda.org/form-online-group-update.php>.

It helps newcomers especially to have a contact person and current meeting information. Even if nothing has changed in your meeting, send in an e-mail or go to the online update form, tell us everything is the same, but please update the last update date.

During the CSC, the Outreach Committee set three goals for 2008:

1. Continue 2006-2007 goals of verifying the status of ~168 meetings with last update dates older than 2005.
2. Expand professional awareness of CoDA by contacting public and private mental health professionals to introduce CoDA as a resource to their clients.
3. Revisit Outreach mission statement.

Respectfully submitted,
Outreach Committee (Allan, Debi, Flo, Karen, and Wayne)

SPANISH OUTREACH

Our Work:

Spanish Outreach is a committee in charge of answering emails from Spanish speaking codependents living in the United States, and around the world. We answer questions dealing with meeting locations, obtaining Spanish literature, how-to start new meetings, etc. Sometimes we assist the Website coordinator with Spanish words at the Website, Core lit with Spanish orders, and the TMC with an occasional matter, or recommendation. Spanish Outreach also turns to these particular committees for reference, and advise as needed.

Our email data.

Third Quater total emails: 52

Our members:

There are five members in our Committee. These are their names (in alphabetical order)

Cari (USA)

Florence. (USA)

Isaac (USA)

Maggie (Nicaragua)

Tracey (USA)

Our Setbacks:

The numbers of emails sent to Spanish Outreach has decreased since last year starting of the new Website. The Web coordinator is doing an outstanding work helping us with the Spanish Site, but the international meeting list has not yet being posted, and this maybe one cause for the decrease. There are also many emails sent to our Spanish Outreach Alias Spam control, and although the Web coordinator manages to caught many of them, I am not so sure if some, just simply don't get caught. The other cause could be what Karen explained in her Outreach QRS report, that people are finding information more readily at the Website, but since all of the previously mentioned causes still exists, I don't think this is the primary reason for the drop in our emails. Being a codependent, I know we aim to "practice, not perfection" therefore I am sure these issues will soon be a thing of the past, because everyone is working hard to have them resolved.

Our goals:

Continue to carry the message of Recovery to those Spanish speaking codependents in the US, and around the World. Assist others Committee as

necessary. Continue to offer assistance to the Spanish speaking community in obtaining newer Spanish literature, as it becomes available, the opening of new meetings, and continue to provide links to the meeting lists, and CoDA information.

Peace and Serenity / Paz y Serenidad
Cari.

LITERATURE

1. At the CSC in September, Janet C. officially took over as Chair of the CSC. Laurel H. had held the position for three years and done an excellent job of keeping on top of projects and motivating and inspiring the committee.
2. CLC has eighteen members from all parts of the country, with differing points of view, varied life experiences, and time in recovery. We have varied representation: male/female, single/married, children/childless, working/retired, believers/non believers, Northerners/Southerners and members from one coast to the other. One of the projects we will be working on is "Story Gatherers," looking for (1) stories of recovery (what's changed in your life since CoDA) and (2) multicultural stories to illustrate how behaviors in other cultures, judged to be codependent by American standards, may actually be expected, encouraged and praised.
3. The Healthy Meetings project will be meeting face to face over the November 10th and 11th weekend. Terry d. is chairing that project. A great deal of work was done last year, but the committee is undecided how to proceed. The November meeting should help cement the focus.
4. The CLC style sheet had been worked on last year and is in the process of final edits before voting to approve or disapprove some or all of the changes.
5. The CO issue of Conference-approving the prayer they submitted was brought up for a group conscience. Fourteen of eighteen people voted; twelve voted not to approve it; two voted to accept it. The consensus was that the prayer did not have to be Conference-approved. All groups are autonomous and can group conscience the use of the prayer themselves.
6. Many of the CoDA pamphlets have been reviewed to check references to CoDA Teen. These references will be referred to CoRe, so that in the next printing, changes will be made. All pertinent CoDA literature will be reviewed within the year.

7. The AZ issue of adding verbiage to CoDA's Patterns and Characteristics has just begun. A group conscience will decide which way to proceed. Once that piece is completed, a companion piece, showing how the characteristics evolve through recovery, will be developed.

Janet C., Chair

CoRe REPORT

CoDA CONVENTION

CDRS

ISSUES AND MEDIATION

No issues have been presented to IMC in the past quarter.

SERVICE STRUCTURE COMMITTEE

CoDA SERVICE CONFERENCE

TREASURER'S REPORT

HOSPITALS & INSTITUTIONS

CoDA Quarterly Service Report (QSR) 4th quarter 2007

To CoDA's Trusted Servants,

The purpose of the QSR is "serving our CoDA Fellowship" by providing a bulletin "in which committees can report their activities." (Quoted from CoDA by-laws)

It's a vital link between CoDA Inc. Committees, Delegates and members. The QSR and **coda.org** website provide the most complete and up-to-date sources of information about our Fellowship. Please share this information with your meetings and service entities.

Any interested CoDA member can receive the QSR by email. Just contact **QSR@coda.org** to be added to the distribution list.

If you plan to have something in the 1st quarter of 2008 QSR, please email it to **QSR@coda.org**, by February 28, 2008.

Use email! Help cut mailing costs!

In order to distribute the QSR in the most cost effective manner, we want to send QSRs by e-mail whenever possible. If you have e-mail, please send your name and address: qsr@coda.org

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