

CoDA 1st-Quarter Service Report for 2015

Co-Dependents Anonymous, Inc. *Hereinafter "CoDA, Inc." or simply "CoDA"*

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www.coda.org

Please Note:

2015 2nd Quarter Service Reports, (including activities for the dates 4/1/2015 through 6/30/2015) will be due to your board liaison and to the board QSR liaison on 7/15/2015.

Board of Trustees

Welcome to 2015! It's been a busy time already for the board.

Co-NNections Committee has a new chair and is seeking new members.

We are continuing to formalize our relationships with our professionals in writing.

The board met face-to-face in Phoenix in February. Simultaneously, the Accounting Work Group met to finalize the wording of the bookkeeper contract and job description. This was approved by the board.

The strategic plan was reviewed and updated in its entirety.

CoDA Service Conference (CSC) planning was addressed. There will be no pre-CSC meeting on Monday. In looking toward CSC, the Access motions database needs are being addressed. We are looking at the cost of making the database better - searchable, user friendly, and accessible to all on the CoDA website.

We have a formal signed contract with CoDA Resource Publishing Inc. (CoRe)

We have a formal signed contract with Germany.

We are actively looking for trusted servants to become part of the board at the July conference.

We have had some events occur which has made some of the treasurer's duties slow in being completed. We hope that a resolution to the situation will be forthcoming.

An email blast has been approved to be sent out in a series regarding the Traditions. Feedback is appreciated.

We are looking into the possibility to have professional help with answering the phones during the day, as volunteers have been reducing in numbers.

We have approved an automatic reply to board@coda.org emails. Implementation of this has yet to be finalized. We have approved the set up of conni@coda.org for correspondence to SOS. These are in the hopes of increased transparency and better communication.

In service,
Lorraine, Hal, Gerry, Chris H, David Mc, Werner and John
Board Trustees

Addition:

The Board has approved a notice called, "An Appeal to Support CoDA Unity" to be used as an instructional first step when there seems to be violations of our Intellectual Property rights. This is the one result of the 2x2x2 group involving the Board, Spanish Outreach Committee and Translation Management Committee. The notice has been published on both English and Spanish CoDA Announcements so that the Fellowship is aware of how such matters will be dealt with.

Files are currently being transitioned into a new Legal Repository to be managed by our association management company.

The Legal Liaisons and Translation Management Committee have developed checklists for executing sound Intellectual Property Agreements and other documentation. They are now revising and correcting Section 6 of the Board Policies and Procedures manual to bring this into accord with actual practice.

SOS Association Management Company

This quarter has been busy with several projects, including continuing work on historical data and creating a repository of all legal documents, board retreat and strategic planning, updates on policies and procedures, and website updates.

Historical Data/Archives/Repository/Document location: The legal repository was finalized and now lives on the website. This repository is for official final contracts,

agreements, etc. Any new contracts or agreements are placed in this repository once they are signed.

We continued work on the Google Drive project for working legal and other CoDA documents. Working with the Legal Liaison, we have created a document structure and procedures that will allow future access to documents and the ability to share them with future workers.

Board Face to Face Meeting and Strategic Planning Session: The CoDA Board of Trustees met on February 21st and 22nd in Phoenix, Arizona. We were a part of this meeting and assisted with, among other things, their Strategic Planning. We went over the Strategic Plan and updated areas that have been completed and identified areas for priority for the remainder of this year.

Policies and Procedures (P&P): This is an ongoing project. This quarter we worked on finalizing Section 6 for the Board P&P, which was approved at the Face to Face board meeting in February. This is now on the website. We began working with Finance on their P&P.

Website: This quarter we have been working on the Spanish translation and meeting directory portions of the website, with assistance from our developer. The meeting search is now more user friendly with printable results from searches and the country and U.S. searches are separate. There is also a fully translated Spanish meeting search. We are now live with both of these areas and they are working well. We are continuing with normal web work, as needed.

We have been very interactive with our Web, Legal and Board liaison and welcome the opportunity to continue to assist in ongoing projects. Thank you for the opportunity.

Email List Coordinator

A reminder to all CoDA committees: the Lists are here for YOU! If you would like information or an announcement sent out to the Fellowship, please email it, in plain text if possible, to codalist@codas.org.

Please let your meetings know about the email lists! Members can sign up here: <http://www.codependents.org>.

You can view all past email "blasts" here:

<http://codependents.org/cgi-bin/dada/mail.cgi/list/main/>

Numbers for subscriptions as of 4/11/15 are as follows:

- Announcements – 4576 (Q4's number was 4447),
- Hospitals & Institutions - 1762 (Q4's number was 1690),
- Quarterly Service Report - 2443 (Q4's number was 2393),
- Co-NNections - 6871 (Q4's number was 6650),

We continue to grow our number of subscribers. In particular, the Co-NNections' list growth is very encouraging; as it was inactive for 8 months & despite numerous unsubscribes & bounces it's still showing growth!

Since the last QSR was written we have sent out 27 announcements on the Main Announcements list. Regarding the email lists, our biggest accomplishment was assisting in restoring the Co-NNections Weekly Reading & working with the new committee. We are also in the middle of a series of 12 weekly “blasts” on the 12 Traditions, which have been excerpted from the CoDA Workbook with the Board’s permission.

We are currently having some issues with 2 large spam filters used by many smaller email providers. We are trying to find a solution. At this moment, the only known solution is for you to add the names of any lists you want to receive to your address book/contacts/white list on your email provider’s email web page. A test/example explaining how to do this (set up specifically for the General Announcements list) can be seen here: <http://www.codependents.org/Codatest.htm>
You would need a separate contact added for each list you subscribe to.

At this time, your Email List Coordinator’s main focus is working with Events & the Board to attempt to streamline the CoDA Service Conference (CSC) submission & education process. I am very hopeful that by continuing with the submitcsc@codas.org email alias that debuted in June of 2014 & with other ideas we are discussing we will be successful in making the process much easier & useful for all. We have started a new Delegate closed list for 2015, & plan to begin a delegate education series of blasts (with some also going to the Fellowship) in the second quarter of 2015.

I also revised & expanded last quarter’s project of summarizing knowledge needed for the Email List Fellowship Service Worker (FSW) position.

In Service,
Geff R
CoDA Email List Coordinator

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Communications

Cphone Subcommittee

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Co-NNections

Members:
Geff R. - Washington
Lisa B. - Nevada

Geff approached the Board and asked to revive the Co-NNections committee. The Board agreed to allow Geff and Lisa to work on it. Geff & Lisa met and worked collaboratively (by teleconference while using a website that permitted co-authoring) to develop a plan of action for Co-NNections. Our first goal was to get the Weekly Readings delivered again. This goal was achieved in February 2015.

As part of this process, we asked for some changes to be made to the Co-NNections website, and for a change to the copyright policy for submissions sent in to Co-NNections. As of the end of this quarter, we are awaiting word if the Board approved these changes.

Our future goals include

- Sending out an email blast asking for volunteers for Co-NNections
- Sending out an email blast asking for new submissions
- Working with a new group of members to establish Co-NNections as a functioning committee (which could include creating policies & procedures)
- Expanding what Co-NNections does in the future (e.g., electronic “meeting in print”)

If you are interested in serving on the Co-NNections committee, please contact us at connections@coda.org.

Respectfully submitted by

Geff R.

Lisa B.

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CoRe

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Events

The Events Committee has met bi-weekly since August of 2014. Although it is important we touch base constantly about the progress of planning, we attempt to practice good self care. Our calls are capped at 90 minutes. We try to be mindful in honoring this to prevent burnout.

Something else we have been working with each other on is keeping things really simple and not to expect too much from one another during this period of time. We, on Events, are committed to delivering on our promise to put on an organized, entertaining,

comfortable and educational Conference and Convention. Unlike most other committees we have to cover 14 hours of tasks a day for 7 days straight with each other. This can pose challenges and a perfect arena for our character defects to raise their ugly heads.

During the Event – practicing the Principles of our Program is essential.
Honesty – Open-mindedness and Willingness are three key ingredients.

We rely greatly on the CoDA Service Concept #7, “Trusted servants do practice the Twelve Steps and Twelve Traditions in their service work and in all of their affairs. Trusted servants do not seek power, prestige, wealth, status, or acclaim; do not govern, coerce, or attempt to control others; and do not push a personal agenda, promote controversy, or advance outside issues at CoDA's expense. Since issues over authority, will, money, property, and prestige can and do arise in service work, trusted servants need to practice emotional sobriety, including anonymity, humility, tolerance, gratitude, making amends, and forgiveness.”

Registration to date –
We currently have 50 people registered for the International CoDA Convention.

Follow this link to register - <http://coda.org/index.cfm/world-service-events/>

We have some fantastic Speakers this year with long term recovery in CoDA

Friday Night – Abby G from Cleveland, Ohio
Saturday Night – Erika F. from San Antonio, Texas
Sunday Morning - Raymond A. from Boulder, Colorado

There are **only 13 Delegates and 2 Alternates registered** for The CoDA Service Conference so far...

The following are dates when your CoDA Standing Committee's need to have the reports in for your Delegate Packet to review. Please get these motions and Voting Entity Issues distributed to your GSR's and get a group conscious from the fellowship in your area on these items.

- Bylaw changes due by April 30, 2015
- Motions due by May 15, 2015
- Reports, Goals and Budgets due by June 14

Voting Entity Issue – No due date – but get them in as soon as possible for review by the CoDA Delegates and Communities. A motion was passed last year that requires Voting Entity Issues to be brought to the floor by the second Conference after submission.

If your Voting Entity (VE) is planning on attending the business meeting this year please register now. We have waived the registration fee – so that VE's only have travel costs to pay out of from 7th tradition donations and other fund raisers.

If you are unsure of what the CoDA Service Conference is about – please contact Events@CoDA.org and we can inform you of how to get structured in your community and get your state or country represented at the CSC.

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Finance

The Finance Committee teleconferenced monthly in the First Quarter. The Chair and two finance committee members in February participated on a Finance Work Group in Phoenix, Arizona in conjunction with the CoDA Board face to face meeting.

The Finance Work Group worked on various projects such as Contracts for Fellowship Workers, new documents, developed a Pre/Post Meeting Information Sheet, a new Tracking system for all ERR's (Expense Reimbursement Reports) and Payables. These new documents and tracking system will be in use very shortly.

The Finance Committee recommended to the board that we provide to an International Voting Entity a Travel Reimbursement Opportunity (TRO) of \$1,500. The board has taken the recommendation into consideration.

The Finance Committee established a new policy. CoDA will cover 100% of Trusted Servants' net non-refundable expenses relating to a cancellation related to a CoDA service trip that is cancelled for emergency reasons.

The Finance Committee is planning a Face to Face in April in San Diego to continue with preparation for CSC, working on the budget for 2016, motions, etc.

It was recommended that no delegates pay to do the business of CoDA at CSC and that the registration fee of \$75.00 be removed.

Respectfully submitted by the Finance Committee

Lou L Chair, Addie M, Barbara D, Loretta D, and Stuart M

Hospitals & Institutions

Committee members:

Kathy L.	IL-Chairwoman, snail mail corresponding secretary
Lou L.	IL-Email corresponding secretary
Mary I.	NC-Literature distribution coordinator
Lisa B.	NV-Sponsorship coordinator
Darlene H.	CA-Corresponding secretary assistant
Jim B.	CA-Institutional information provider
Stacey N.	CO-Newsletter co-editor
Jeanne J.	IL-Newsletter co-editor
John R.	PA, Board Liaison

This committee had two teleconferences during this quarter. We held a F2F in St. Louis, MO, on Feb. 5-7, 2015.

We had more than 115 requests for information or literature, several of these came via email. All of these, except for those received by the corresponding secretary after March 29 (32) had been responded to. These requests came from 38 different facilities (11 facilities that we have no record of ever having heard from).

Literature sent this quarter			
Piece of literature	English	Spanish	Total
Co-Dependence Anonymous Book	45	Not yet available	45
12 Steps & 12 Traditions Workbook	10	0	10
Standard Packet (a set of pamphlets and booklets CoRe donates)	1	0	1
Meeting Starter Pack	1	1	2
Total	57	1	58

We have shipped: In This Moment (4), one English and one Spanish Meeting Starter Packet.

At our face to face meeting we developed a service item which has been worked on and readied for approval at CSC 2015. It is an Institutional Meeting Handbook that is based on the CoDA Meeting Handbook (formerly the Meeting Starter Packet) and modified to be used in institutions with limited access to the public and the Internet. For those within such facilities, meetings must follow institutional regulations which are quite variable.

We also revised the bookkeeping policies and procedures for the Books for Inmates and Institutions Program. The need for this arose from changes to electronic ordering we made over a year ago. These revisions have been presented to the CoRe and CoDA Boards. We have received verbal acceptance from CoRe, but it is unclear whether or not the CoDA Board has made any decision. We have had some issues that we have been working on around paying CoRe for shipping of literature in a timely manner.

At our face to face we sent out appeals for help doing some of our work and gained three new individuals who have agreed to help with two of the tasks we need help with: preparing our newsletter (H&I Lights) and researching details we need to have to increase the likelihood that inmates in facilities we have not shipped to in the past will receive the literature we send from CoRe. We are still in need of assistance with mailing responses to the inmate letters we receive.

We have made no more progress on finalizing revisions (updating) our Operations (P&P) Manual.

In the first quarter of 2015, we received a total of 7 inquiries about becoming a sponsor. 6 of those 7 inquiries arrived after the "Call for Sponsors" email blast went out to the Fellowship. Of the 7, only 2 people completed the application process. One was assigned a sponsee, and the other is in process. We received one application from an inmate requesting a sponsor.

The number of sponsors and sponsees are as follows.

Male: Sponsees: **15** (**2** assigned); Sponsors: 1

Female: Sponsees: **31** (**10** assigned); Sponsors: 10

We have 12 working sponsor/sponsee relationships with one more on the way. We are in need of sponsors for inmates, both men and women. If you are interested, please write to us at inmatesponsorship@codas.org.

We have had exciting contacts with new institutions wanting CoDA to come in to share developing healthy and loving relationships in California, Connecticut, and Florida. H&I is planning to present a workshop at the Convention in July about H&I service.

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Issues Mediation Committee (IMC)

CURRENT MEMBERS:

Addie M	California -- Chair
Cara S.	United Kingdom
Daniel T.	France
Gail S.	Nevada
Jim D.	Connecticut
Kevin M	New York
Natasha K.	Arizona

The Issues Mediation Committee (IMC) continues to meet monthly on the third Tuesday of the month.

The IMC sent out a survey to help with evaluation of Voting Entity structures, nationally and internationally. The survey, along with an email blast, was sent out on January 30, 2015 to the Fellowship. Also individual surveys were sent to about (25) International contacts and (34) U.S Voting Entity contacts on February 23rd with a requested March 11th response deadline. Of those who responded, 50% represented a meeting and the other 50% represented an Intergroup and/or Voting Entity (VE). A brief summary of responses will be presented in our Annual Report at 2015 CSC and the next QSR.

IMC had their face to face meeting on March 12-14, 2015 in San Diego, CA. We began working on Guidelines that would support the fellowship in the forming of a Voting Entity. This is currently in process and we plan to present the Guidelines to the Fellowship at 2015 CSC. We collaborated with two other committees on this project, the Service Structure Committee (SSC) and the Translation Management Committee (TMC). We appreciate and thank the members of SSC and TMC for their willingness to join us and partake in this worthwhile and needed endeavor. This collaboration was extremely helpful.

According to the CoDA's Bylaws:" The Issues Mediation Committee will handle requests for CoDA to recognize Voting Entities. In order to guarantee voting rights, each Voting Entity service board must be duly authorized by the Issues Mediation Committee. In the absence of a Voting Entity service board, members of that Entity shall present an alternative selection process based on group conscience decision making to the Issues Mediation Committee. This procedure ensures adherence to the program of recovery endorsed by this Fellowship."

Since, CoDA membership and Voting Entities' (VEs) right to vote at Conference through our group conscience process is a vital part of our internal structure and important to CoDA as a whole, the IMC will be working on a new process to meet the above requirements.

A TRO-DEL (Travel Reimbursement Opportunity-Delegate) is offered to Voting Entity (VE) delegates from any Voting Entity eligible for financial assistance (with specific eligibility requirement/terms) by CoDA to attend CoDA's Service Conference. Recently, the Finance Committee Chair, the Issues Mediation Chair and the Events Committee Chair collaborated to ensure that awarded candidates are properly verified by their prospective VE's and on how to improve on its existing overall process. More specifically, the solicitation, awarding and assistance with providing education and the ERR (Expense Reimbursement Report) submissions for awarded TRO-DEL Voting Entity Delegates attending CSC.

The goal for collaboration is to better support the Events Committee in this endeavor and to enhance the experience of the new VE Delegate as they attend the CSC for the first time. The Events Committee has done an awesome job developing interest in attendance at CSC through the TRO process and has welcomed IMC and Finance in supporting this endeavor. The Events Committee agreed that the committees would work well together in order to achieve an improved TRO awarded outcome. IMC is very encouraged and happy to be supportive in this process.

We continue to handle disputes with objectivity, respect and fairness with each party involved.

Respectfully Submitted,
IMC Members

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Literature (CLC)

The CLC submitted its 2014 Q4 committee report after the deadline and was not included in the final report. This report contains information about both that quarter and the 2015 Q1.

CLC activities were as follows:

- 2 members of the committee have resigned leaving us with a total membership of 11. Our thanks go out to Kathy H and especially to Laurel H for many, many years of service on the committee.
- Held a 2.5 day face to face meeting in Culver City, CA. Attended by 9 of our 11 members.
 - We used some of our time to perform a group inventory on our committee using the tool that was approved at the 2014 CSC.
 - Agreed on our response to Board motion 14102, which directed our committee to add more affirmations to the current web page.
 - Drafted a motion to modify the Patterns of Recovery service piece. The current version has an entry for every entry in the Patterns of Codependence piece except one. This change will correct this omission.
 - Determined we will work on the piece submitted to us by Southern Nevada on inner child work. We are now awaiting a copyright release agreement from them. We have also identified a piece developed by New England CoDA in 1994 which may provide us with ideas for how to expand the Southern Nevada piece.
 - Discussed the controversy about changing the wording of the Promises that arose at the 2014 CSC. In the interest of CoDA unity, we believe making such a change would be a mistake. Many members of CoDA do not want the Promises changed and changing such a document creates problems for CoRe (many publications contain the promises and it is expensive to change them) and the Translation Management Committee which would have to coordinate replacing any current translations with new ones. However, groups that wish to read an alternate version may choose to use a version of the promises that appears in the Blue Book (*Co-Dependents Anonymous*) located on page 80-84. (Different editions of the book contain the promises on different pages.)
 - We drafted a motion to modify the Meeting Handbook to expand a FAQ (Frequently Asked Questions) answer regarding therapists to include all paid professionals.
 - We then broke out into subcommittees to continue work on three current projects: expanding *Peeling the Onion (PTO)*, writing a new piece on working

- the Steps in a group setting, and writing the CLC Policies and Procedures manual.
- Since the face to face meeting,
 - an approval draft of PTO was circulated to the entire CLC and the subcommittee is finalizing the next version based on comments received from other CLC members,
 - a first draft of the Policies and Procedures manual has been circulated to the members of this subcommittee,
 - work on the new piece on working the Steps with a group is continuing but will not be ready for the 2015 CSC, and
 - we discussed Board motion 14102 from the 2014 CoDA Service Conference which directed us to expand the number of affirmations available online at coda.org. The Literature Committee would prefer that the current web page be modified to point to many sources of affirmations in CoDA Conference Endorsed Literature and encourage members to write their own affirmations rather than expand the online examples.

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Outreach

The Outreach Committee has been working on the content for the Outreach Resource Guide (ORG). The Outreach Resource Guide is what will be under the “Outreach” tab on the coda.org website and will consist of dozens of web pages of resources for members on CoDA outreach topics. We have phrased this as a clearinghouse of information “for fellowship members, by fellowship members”. As a committee, we approve the projects to be worked on and approve the final version to be put on the webpage.

We have developed the areas for the web pages and much content over the past quarter. Current areas that have had significant progress include: Home page, purpose, Traditions in outreach work, step-study groups, starting meetings, creating welcoming meetings, supporting linguistic diversity, accommodations for members, attracting members, and many more. On each page, we may refer to other CoDA literature and then have guidelines, suggestion, formats and templates for use of members and groups. As a committee, we strive to consider the global CoDA perspective. We hope our materials are applicable and accessible to codependents around the world.

At our Face-to-Face meeting in Denver (March 20-22), we edited content of the web pages and decided on the basic web framework. We also approved the creation of a

mirror website which will be easy to cut and paste into coda.org after approval from the committee and web liaison. Overall, we are very excited to be a conduit of outreach service within the fellowship through sharing resources and sharing ways to collaborate with one another. An example is the “Sponsor List” which is now a subgroup of the committee, led by a CoDA Email Team and Outreach member. If people wish to add their name as a sponsor, please contact prooutreach@coda.org for more information. Likewise, if anyone is interested in the topics listed above, we are always looking for workgroup members. You do not need to be a committee member to work on a project. We are grateful to be of service to carry the message to codependents who still suffer.

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Service Structure Committee (SSC)

The Service Structure Committee holds monthly teleconferences to conduct our business.

One of SSC’s jobs is to update the Fellowship Service Manual (FSM) whenever the CoDA Service Conference (CSC) approves revisions and additions. At the 2014 CSC, a motion from Spanish Outreach didn’t say where the text should appear. Our group conscience was not to add the text on our own. We asked our board liaison to take it to the board, which approved adding the text, as approved by CSC, to the FSM’s description of Spanish Outreach. We regret there was a long delay in accomplishing this.

SSC and Events have an agreement for getting the motions at the CSC. We think this will greatly enhance our ability to amend the FSM and other documents after the Conference. The text of submitted motions, and the crafting, will be shown on the screen at CSC. Events will save these documents, containing the final wording of motions, and send them to SSC electronically.

Other problems with motions may be helped greatly by the set of instructions that the chairs forum now has on how to write a motion. One of the big areas of confusion at 2014 CSC was with the use of the intent or comment section to include actual motion material. These areas should only be used for clarifying statements, not for direction or material that should be included in the motion. Also, if a motion requires amendment of the FSM or other document, that needs to be stated clearly in the motion body, including section of the document to be changed and how it should read after amendment.

Leo attended a face to face meeting of IMC to collaborate with them on Voting Entity (VE) structure. As part of that meeting, the FSM structure was also discussed. Much of the text in the FSM centers on the CSC and other items that are not useful at the general fellowship level and do not apply easily to any VEs not in the U.S. A restructuring of the FSM was suggested and SSC has a document that discusses that. We will take this up in a conference call and may want to submit a motion at the CSC.

As a result of a question from CoDA members, SSC reviewed a reference to crosstalk in our literature. The Newcomer's Handbook states that there is a "rule" of no cross talking. SSC feels that this wording needs to be changed, as there are no "rules" in CoDA. SSC will send a note to CLC to request that this be changed in the next publishing of the document. We will also probably request that something go out on the email lists to highlight this situation.

There was a lot of turmoil and confusion which arose in SSC recently. One member sent a resignation letter which triggered several more. As a result, after all the back and forth, we are down to two members, Leo C and Dave S. While we are both super human, we are going to have to recruit some additional people to help us out. Any who are reading this and might be interested in our committee and maintaining the foundational documents, providing some institutional memory and guidance and being helpful to CoDA should send a note to ssc@codas.org.

Respectfully submitted,
Leo C, Dave S, the Service Structure Committee

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Spanish Outreach

Members: Beatriz L/Spain, Doramas D/Spain, Vicki C/Spain, Linda A/SoCal

Emails received from outside of CoDA: 58

Emails exchanged within CoDA: 455

Toll-Free US Spanish callback line: After answering 231 calls, of which 64 percent were unanswerable (no mail box on that line; line out of service; call answered by English-speaking business owner, etc.). Spanish Outreach needs bilingual American members in order to continue to answer these calls.

Espocoda: 17 new subscribers were added to the Spanish CoDA email list.

Editing and proofreading

The translation of the text of the CoDA Blue Book (Codependents Anonymous) has been sent out to Spanish speakers in three countries. It is expected that proofing will be done by the end of April.

Different versions of the Foundational Documents have been correlated, from the website to the Blue Book. One result of this process has been the discovery that extensive edits to bring texts already published into conformity are changes that CoRe may not make. Further proofing prior to reprinting translated items is therefore presently at an impasse.

Spanish Outreach made inquiries to CoRe about preparing the text of the translated CoDA Blue Book (Codependents Anonymous) for digital as well as print publication. Spanish Outreach and the Translation Management Committee then wrote jointly to the Board to urge it to have a conversation with CoRe about any issues that may hinder digital publication of the forthcoming Blue Book in Spanish translation.

Meetings

Spanish Outreach's face to face meeting took place in Madrid, Spain from January 16th to 18th, when committee members met for the first time. Vicki C, a member of the CoDA Madrid Intergroup, arranged for us to visit the CoDA Madrid Intergroup's January business meeting. We made a presentation to the Intergroup, one that went on for too long. The CoDA Madrid Intergroup is part of an effort to create a national Spanish CoDA Voting Entity. After the face to face meeting, a regular bi-weekly schedule for committee teleconferences was set.

Spanish Outreach had 6 teleconferences, as well as two teleconferences with volunteer proofreaders in Colombia and Costa Rica, and a Skype meeting about regional cooperation in the southern part of South America with CoDA members in Chile and Uruguay. Spanish Outreach also met twice with the Chair of the World Connections Committee on matters of mutual interest, such as the need to increase Travel Reimbursement Opportunities to permit overseas Delegates to attend the CoDA Service Conference and, in Spanish Outreach's case, overseas committee members who need to experience the CoDA Service Conference as part of their preparation to chair this committee. Spanish Outreach also met with the Board-directed 2x2x2 cross-committee group that consists of 2 Board members, 2 TMC members and optimally 2 SPO

members. This set of meetings produced a draft statement about CoDA's intention to protect its intellectual property.

CoDA Website

Spanish Outreach contributed its experience with the meeting database to the Website Info Crossover Work Group, to consider how to obtain accurate search results from CoDA's meeting data base and to insist that a Spanish interface be provided for meeting searches, meeting registration and the updating of meetings. This ongoing effort is a work in progress, one that is central to the task of carrying the CoDA message to Spanish speakers.

Spanish Outreach also initiated contact with CoDA webmasters in various Spanish-speaking countries, to improve its management of the Spanish side of the CoDA website. The meeting resulted in a letter to the Board concerning the role of the Twelfth Step and the Fifth Tradition insofar as websites can be allowed to fulfill these program principals.

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Translation Management Committee (TMC)

Members

Evie S - SoCal - Chair
Darlene H - SoCal - Vice Chair
Crystal Z - Massachusetts
Salle - NorCal
Lucia P - SoCal
Madeline R - Florida

Board Liaison

John R

Report

We had an excellent face to face meeting 1/16-1/18 in Southern California (SoCal). As a result, all members now feel that they understand the translation process well enough to be handling requests with limited guidance. We also spent significant time reviewing drafts of two different messages, one available to be sent by email and the other to be posted on the website, to clarify the process for those interested in translating.

We continue to get requests from people interested in translating especially from Spanish speakers in different countries. We are working together with Spanish Outreach on those requests. We jointly have requested that more electronic versions of translated material be made available via CoRe.

We have continued to move forward with the necessary paperwork with a number of countries and communities, several of whom have finished signing the paperwork and are awaiting board signatures. These include Australia, China, Colombia, Costa Rica, France, Greece, Hungary, Iran, Italy, Madrid (Spain), the Netherlands, Japan, and Russia.

We continue to work with the Board to improve, simplify and document both the translation and publication processes. The Translation process is almost complete. We are also working with the Board to develop the structure for how the documents related to both Translation and Publication (both templates and signed paperwork) will be stored by SOS, our association management company. All of this will become part of our Policies and Procedures manual.

We welcome any people interested in translating CoDA literature to contact us at tmc@codalibrary.org. We also welcome anyone interested in joining our committee to contact us at the same address.

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World Connections Committee (name pending) **[Committee evolving from last year's International Task Force]**

Your World Connections Committee is a committee with a name still pending. Given that this is the first year that this committee has come to be with CoDA Inc., no official name ever existed. The committee brainstormed a variety of names, avoiding the stand alone names "International" or "World," as these words are often used to refer to CoDA Inc., as a whole and difficult for new members to delineate the two groups. It was important to keep the intent of the global essence of our committee, hence, "World Connections Committee – WCC" was based on the group conscience from the broader group. 70+ on the email distribution list were given a choice to select this name. It is the committee's understanding that the Board has recommended that this name be brought as a motion to the 2015 Conference for approval.

The committee continues to welcome new member participation.

Seeking the most beneficial meeting times for WCC members to meet is in constant flux, given the different world time zones. A variety of times have been tried so that no one member is being asked to meet during most inconvenient times. At this time, 4 AM PDT seems to fit for most time zones reasonably.

The committee has begun discussions concerning “**Conference Needs Planning**” within our committee and invitation to collaborate with the Board and Committee Chairs:

- **Face-2-Face Committee Meetings 2 days prior to the Conference** start to begin creating WCC **website information**, as well as, the **Policy and Procedure Manual**,
- **Conference “Buddies or Sponsors”** to connect with new delegates prior to and during Conference.
- **PowerPoint and/or Actual Flag Ceremony** during Conference and Convention.
- **Voting Entity-Country Questionnaire Report** disseminated to all VE’s to be used as a basis for VE report sharing,
 - **Assimilate and Report Findings** from the Voting Entity Questionnaire Report to Conference verbally and condensed in a written report,
- Collaborate and/or **host Voting Entity Reports from all VE’s during Conference** through **teleconferencing** to **allow reports from the floor and from abroad** to be shared on WebEx live,
- **Translation devices** and support to enhance the experience of English as a Second language delegates,
- Early Morning Breakfast Meetings hosted by WCC to start the Conference day for all interested in discussion topics,
- **WCC Sponsored Conference Workshop on Service Structure:** From Starting a Meeting to Building a National Service Structure
 - panel sharing with brainstorming with participants, perhaps, separated into two sessions for the Convention and/or,
 - session for Conference participants during or after conference meetings.

If interested or have contributions for any of these items, please contact: itf@coda.org

Respectfully submitted by, Deborah R. on behalf of the World Connections Committee (WCC)