



Board Minutes for CoDA World Board Conference Call August 10, 2017

The Board of Trustees met on Thursday, August 10th by teleconference. Members in attendance included: Gerald B., Anita F., Addie M., Mary I., Jen L., Lorraine O. and Madeline R. as voting members. There were no visitors.

Meeting called to order at 5:15pm PST/8:15pm EST.

Round robin order:

- 1) Anita
- 2) Jen
- 3) Mary
- 4) Lorraine
- 5) Gerry
- 6) Addie
- 7) Madeline

Consent Agenda

- July minutes & summary
- Motion to research the missing three columns and correct the motion database not to exceed \$500.

Took the following board email motions off for discussion:

1. Audio Streaming motion
2. IMC database issue
3. CoNNections database issue

Motion to approve the consent agenda as amended. Approved unanimously.

Items for discussion:

- **Reminders** - Mary gave a quick reminder regarding emails – to watch for duplication and remember that if you are cc'd, you do not have to respond.
- **Motion #1 adding CLC** – Discussed Board Motion #1&2. Discussed adding that the presenting VE must be open to feedback from the Fellowship. Discussed changing the 2 motions to 1. Agreed to make it 1 motion. Mary will combine and resend for everyone's suggestions and approval.

- **Motion #2** – motion that CSC and ICC can't overlap. All agreed it is good as is.

- **Treasurer Report - Addie M.**

Balances: NBAZ - \$160,435.18 Savings; Chase checking - \$140,653.19

Chase Savings - \$60,086.44; Addie has been working on all the automatic bills that come out of the debit card. She would like to redo all of them directly as an ACH through the checking, so it won't be a problem when a new card is issued. All recurring payments are in the Smartsheet. Addie will work with bookkeeper for our tracking and a procedure on when there is a rotation with the Treasurer. Discussed reviewing the recurring payments as a board once every 6 months. No objections to having them automatically deducted from the checking account. All agreed.

Addie suggested that at CSC that we make sure the officers (Chair, Secretary and Treasurer) go and update all the bank paperwork at a local Chase. Having them leave on Saturday and have time on Friday afternoon would be very helpful. This would be the procedure, although new people may not be able to stay, but agreed this should be best practice. Addie to make motion via email.

- **Events** – Agreed to let the ANCOR motion go to CSC for assignment.

- **Website Update – Gerry/Jen/Lorraine.**

Gerry has a list of current potential contractors including people in the Fellowship who are interested. Discussed that we would like to make an announcement at CSC on who the web developer is. Agreed to have the deadline for RFP's be August 25 and then choose someone by end of September. Gerry thinks we should narrow it down to 2 recommendations and have the board interview them. Gerry also noted he has 2 knowledgeable people in the fellowship willing to assist in this workgroup.

Meeting Locator – Looked into using OA's meeting locator, but realized that it might not be compatible with the company we choose so we will hold on this for now.

There are some things on the list from SPO that we might not be able to do with the current website, specifically the slider. Gerry will let Linda know that some of the issues she posted we might not be able to accomplish right now.

- **Audio Streaming** - There was a board motion for ratification regarding doing audio streaming only and not going over \$3,000 to do it.

Discussed further on how to implement audio streaming for CSC 2017. Conni presented a quote from the hotel closer to \$5,000 with the recommendation that since this is our first year, we should use the professionals at the hotel. All agreed. Conni to go back to hotel for revised quote for audio only and 3 ½ days instead of 5. This will also help with the Skype reports by having the sound board and professional help for it.

Lorraine made a motion to rescind the board email audio streaming motion and ask SOS to negotiate with the hotel to professionally provide audio streaming at CSC for a cost of no more than \$5K. Addie seconded. Approved unanimously.

Lorraine made a motion to extend the meeting by 15 minutes, Jen seconded. Approved.

Secretary report

Updating the following action items. The list is getting smaller. Thank you Board, for doing such wonderful service work.

- i. Discussion: Procedure for committees with contractual needs. Mark as done? DONE
- ii. Discussion - use of website items that are not CSC approved in a meeting. This is about the email received from Kathy L. DONE
- iii. Discussion: Ideas for CSC F2F. Mary presented a draft.
- iv. Discussion: Events needs approval from the board for the CSC Facilitator. They have selected Lisa B. from NV. DONE
- v. Discussion: Workgroup definition. Needs crafting volunteer. **Holding for volunteer.**
- vi. Discussion: Allowing Geff to use corporate card at CSC for room and board. HE IS NOT ATTENDING.
- vii. Motion 1. Mary did some crafting. DONE
- viii. Motion 2. Is a part of motion 1 – COMBINED - DONE
- ix. Motions 3 Not overlapping CSC and ICC. DONE
- x. Discussion: Do we want to put forth a motion that states anything on the CoDA website can be considered CoDA approved (not endorsed)? ***Is this part of second item above? This is separate.***
- xi. Co-NNections had a GC and they are happy to have their unedited P&P manual transferred to the newer template. CONNI TO WORK ON.

Other Business

- **Legal work group Update – Mary/Madeline** – no report, all is well.
- **CoRe 2X2 update – Lorraine/Addie**
Contract is signed by everyone but Dagmar, who is traveling. Should be done soon.
- **TMC 2X2 Update – Gerry/Madeline**
Gerry talked to Crystal at great length and suggested we get the UK out of the way and invite Mary and Madeline. She has an email out on it. August 16th at 12pm Eastern is 2X2 meeting. Missing one signature on Spain contract. Will be done soon.
- **Initiative #6 - Anita**
Will put this out for email discussion.
- **Initiative #9 – Addie**
Will put this out for discussion.
- **Fellowship Forum update – Jen**
Jen reported they went really well. We are doing another one again in 2 weeks on August 26th at 11:00am Pacific. Open to whole Fellowship, but the topic is being selected from new delegate questions.
- **Events Committee** – There seems to be an issue with the delegate reports not working. Lorraine is working with Geff and Addie to resolve.
- **Communication Committee** - Would like to send a VE email blast and use Geff's email blast access. Communications would send announcements, they would vet and then Geff will send them out. Agreed they could bring this to the CSC floor as a VEI.

- **WCC Reports** - Jen is working on trying to have recorded reports so we don't have the connection problems. Jen, Gerry and Florence are working on this together.

Business that was not addressed:

- **Motions that are updated/corrected** – how to handle, how to distribute
- **CSC preparation** –
- **Board email motion not ratified:** to give access to IMC to the meeting database for use by VE Liaison.
- **Board email motion not ratified:** Motion to give Chair of CoNNections access to meeting database to reach out to the Fellowship for submissions.
- Reimburse Outreach chair \$200 for copyright release from photographer - Mary
- Relationship building - Jen

Everything highlighted was not covered. Will follow-up with emails.

Adjourned at 6:49pm.

Next meeting – workgroup 8/25/17