



CoDA Board Minutes February 8, 2020

The Board of Trustees held a public meeting on Saturday, February 8th by teleconference. Members in attendance included: Linda A., Don B., Gail S., Yaniv S., Matt T., Salle H., Nancy O.; Guests: Danielle S./AZ, KaGa/Communications; Staff: Anna

Approval of January 17-19, 2020 Public F2F Board Meeting – some *small changes still need to be made. Matter deferred.*

Consent Agenda

January 2020 motions approved

Motion 1 – Motion that the Board spend \$1,012.50 to both (a) pay the non-profit, reduced rate of \$652.50 to Flywheel to host the new CoDA website, including providing daily backups, as well as (b) pay \$360 to Intersection Online to provide website maintenance and security updates. Flywheel: 3 months at 50% off, or \$37.50/month (= \$112.50) plus 9 months at a 20% non-profit rate of \$60/month (\$540), for a total pf \$652.50: Intersection/Online: \$30/month = \$360

Motion 2 – Motion to accept Revision 5 of the 4th Quarter QSR.

Treasurer's report/Financials

JP Morgan Chase Checking:	\$ 163,220.95
JP Morgan Chase Savings:	\$ 120,302.22
National Bank of Arizona:	\$ 100,587.00
Total Assets:	\$ 384,110.17

Matt made a motion to accept the Consent Agenda. Yaniv seconds. Approved.

Old Business:

Website Update

The Board met with developers and set a launch date to allow time for additional clean up edits. Board agrees to send an email to the Fellowship about the launch date.

The Web Liaison Committee met, and Matt has agreed to take over much of the web work. He will work hand in hand with the webmaster.

Nancy has been doing a lot of the edits. The Board agrees that the new webmaster should already have access to the website, to familiarize himself with it. When the developers verify that the webmaster has access, the web liaison will request the webmaster to begin work.

Staff continues to work on more administrative items including Office365, Dropbox, and Zoom.

Status of 2020 Budget

The Board just received the budget and is going to review it. Staff has started to input this into accounting software.

CSC Planning

Nancy asked Events what kind of staff assistance they will need at the 2020 CSC. Staff is going to write up a list of responsibilities regarding technology and Zoom at CSC.

Events is doing further research into interpretation technologies and is going to continue to do so before making a final decision on the best and most effective option.

Board F2F in July – Time schedule for July 16

Board F2F will start on July 16, 2020 at 5 pm and go until 7 pm. This portion of the Face to Face will be Board only. Staff to be there on the 17th.

New Business:

Go Daddy Auto Renewals

The Board agrees that the GoDaddy domains need to be taken off auto renewal. Board will work out the details of the notification process for renewals offline.

DropBox Access/Repository

There is a concern that too many people have access to editing materials in the Dropbox. Board agrees with implementing read-only access and then moving forward with email usage for updates to files, names, locations, etc.

Member points to potential copyright violation

The Board will look into this matter.

CoRe Request for Workgroup to Generate New Literature - *To be discussed via email.*

Updating FSM to be more Global using Plain Language - *To be discussed via email.*

Next meeting – Board meeting - March 7, 2020; Workgroup – February 22, 2020