 **CoDA Board of Trustees Public Meeting**

**Minutes**
**July 11, 2020**

The Board of Trustees held a public meeting on Saturday, June 11th by teleconference. Members in attendance included: Linda A./SoCal, Gail S./Nevada, Yaniv S./Israel, Salle /NorCal, Nancy O./Canada, Matt T./Texas, Don B./SoCal
Guests: Sheryn/SoCal, Dave S./PA, Shannon O./Canada, Michael C/WCC – AZ, Lindsey, Carole T/Canada, Ka Ga/Communications – VA, Rob/Finance, Abby/AZ; Staff: Anna

**Consent Agenda**

June 27, 2020 Virtual Face to Face Minutes approved.

**Treasurer’s report/Financials**

JP Morgan Chase Checking: $ 188,972.47

JP Morgan Chase Savings: $ 120,330.90

National Bank of Arizona: $ 100,656.07

Total Assets: $ **409,959.44**

***Salle moved to accept the Consent Agenda. Matt seconded. Approved.***

**Old Business:**

Events/CSC Prep Update – Don/Nancy

There are currently 59 people registered for the CSC. The Events Committee held a practice online event on July 2nd. Participants provided many suggestions for improvements that the Events Committee will work on. Anyone interested in participating in the practice events may contact Events at cec@coda.org.

Website Update: PayPal, Meeting Search – Matt and Nancy

Over a year ago, the Board voted to return to PayPal for online donations. Due to technical issues, implementing this change was delayed until after the new website launched. With PayPal, international CoDA members may donate using their own currency and recurring monthly donations may be set up.

In June, the Board asked the website developers for a quote to provide meeting searches for each of the four meeting types (Online, Phone, Face to Face and International). The quote received provided filters and sorting for the four meeting types, in addition to a more global search solution. The Board agreed to pay $2,500 to address the most glaring problems with the search features of the meeting database. The Board will meet in the next week to review the quote provided, to ensure that what the developers recommend is what members need. Once that review is completed, Nancy will advise the website developers of any additional changes and to proceed with the fixes.

Constant Contact Update – Staff

Staff presented different options for mass email platforms and suggested Constant Contact as the best choice for the English Email Lists, since the Spanish Outreach Committee already has a Constant Contact account, one that allows multiple users. Adding the English lists will raise the monthly rate, depending on the total number of users added. Prior to making any decisions, the Board will ask the Email Coordinator for the exact number of members who receive the lists and Staff will contact Constant Contact to find out the rate for a greater number of recipients.

Annual Report Status – Staff, Board, Fellowship Service Workers

The Board has been putting together their annual report, due July 25th. Staff is almost complete with their annual report, as well as finalizing edits to the annual Board presentation.

2021 Budget Status – Salle

By Thursday, the Board Treasurer will have a draft budget ready for consideration at the Board’s next workgroup meeting.

**New Business:**

Solutions re Donations and “CoDA Guidelines for Digital 7th Tradition” – All

The CoDA Announcement, “Guidelines for Digital 7th Tradition Donation” that went out to the Fellowship, in June, was discussed. The Board decided to add a page to the website that focuses on this topic as well as a mention of it in the Home page slider, to spread the word. Nancy will create a draft on this topic for the slider, to send to the Board for review. The Board will investigate use of a QR Code (quick response code) for the CoDA, Inc. PayPal account, as suggested at a recent meeting of the Chair’s Forum. Such a code could be used to make donating even easier.

***Move that staff investigate the acquisition of a Quick Response (QR) code for meeting-level donations. Seconded. Unanimously approved.***

Staff was asked to set up the QR Code on the PayPal account and to let the Board know when this was completed.

Virtual F2F meeting July 18 Focus

The Board agreed to meet for two hours on July 18th to review the Annual Report and 2021 budget.

**Next Board workgroup meeting  – July 18**

Due to the CoDA Service Conference, there will be no August Public Board Meeting