



**CoDA, Inc. Board of Trustees
Public Meeting Minutes
April 1 , 2023**

Day/Time: Saturday - 8 AM Pacific Time

*Acknowledging that we are all here for our personal recovery.
The mission of the CoDA Board of Trustees is to ensure the longevity and fiscal health
of the organization, to support the Fellowship's ongoing service work,
to promote CoDA unity and to reach the still suffering codependents.*

Attendance and order of Round Robin - Barbara, Steve, Tina, Yaniv, (*Marily B, Finance Committee Chair & Chairs Forum representative*), Gail

Absent: Katherine, Faith, Florence, Lisa
Yaniv left 8:37 AM Pacific

NOTE:

*Steve (Board Alternate #1) voted in this meeting on behalf of Katherine
Tina (Board Alternate #2) voted in this meeting on behalf of Florence*

CONSENT AGENDA

Motions via email or Executive Session: None

March Treasurer's Report:

*Note: The following numbers are from the March 4th Public Board meeting.
Month end numbers not available due to this meeting being held on the 1st of the month.
There will be an updated report for the May 6th Public Board Meeting.*

JP Morgan Chase Checking:	\$ 25,075.92
JP Morgan Chase Savings:	\$220,491.65
National Bank of Arizona:	\$100,967.24
Wells Fargo Savings:	\$200,448.77
Total Assets:	\$546,983.58

MOTION TO APPROVE: Above Consent Agenda.

Moved: Barbara Second: Steve Vote: Yes: unanimous No: 0 Abstain: 0

WEBSITE

CoDA.org update - issues being worked on:

- **Website:** Had a meeting with our web designer, to update meeting search issues.
- **Meeting Search Issues:** Complaints have stopped.
- **Meeting updates:** Catching up, Fellowship Service Worker (FSW) is stepping in to process the meeting updates and new registrations.
- **Spanish logos** to be uploaded to the website at:
<https://coda.org/proper-use-of-the-coda-logo/>
Update: In process
- **CoDAteen webpage:** We have a mock up and the CoDAteen committee has reviewed it and suggested changes. Need to schedule another meeting with the web designer to go over the suggestions.
- **CSC/ICC:** Web page has been set up
<https://coda.org/service-info/events/>

2023 CoDA Service Conference (CSC) Prep group:

Board Liaison: Lisa

Report: No report

TASK FORCES:

- **Delegates Relations Task Force** DRTF@coda.org:
Board Liaison: Katherine, Backup: Tina

Update:

Next meeting is scheduled for April 12th. They have completed their mission statement and will be discussing it at their next meeting.

- **Alternate Format Meeting Task Force (AFMTF)**
AlternativeFormatMeeting@CoDA.org
Board Liaison: Florence, Backup: Faith

Update: The Task Force was created to assist AFMs to properly form a recognized Voting Entity (VE) enabling them to send two delegates to the 2023 conference.

- **Gender Inclusive Language Task Force (GILTF@CoDA.org) :**
Board Liaison: Faith, Backup: Lisa

Update: No report

March 4, 2023 Executive session topic summary:

- "insure" vs. "ensure" in FSM and the Bylaws
- Copyright assignment for committees
- Cease and Desist form letter for CoDA registered meetings not following Traditions
- Updating Independent Contractor Contracts
- Updating Copyright Agreement for non-CoDA use of our CoDA copyrighted material
- Committee issue with past chair/member - sent this matter to Issues Mediation Committee (IMC) and our corporate attorney
- Books for Inmates & Institutions (BFII) grant program Board motion discussion
- Approved budget overage for professional editor project with Literature committee
- Event Insurance for 2023 CoDA Service Conference (CSC) and International CoDA Convention (ICC)
- Budgeted for adding CSC/ICC flier to CoDA Publishing Resource (CoRe) outgoing orders
- CSC Prep Group concerns and resolutions

OLD BUSINESS:

- Fellowship Service Manual (FSM) Update:
FSM 2022 CSC changes. Review and approval.

Update: Carried over from Board face to face meeting (F2F): Motion to approve FSM changes, voting will end 7 days after it is sent via email. Katherine to send the “redline” document to compare to final proposed FSM

NEW BUSINESS:

- **Board Face to Face (F2F) March 25 & 26th in Atlanta, GA Some of the topics discussed:**
 - Electronic Literature in Other Languages on CoDA.org
 - H&I incoming and outgoing donations plus correcting the accounting practices for donated books to institutions.
 - Guidelines of public meeting minutes - *(Note: Once completed, Tina will email to each of the committees, not the chair, the entire committee).*
 - Dealing with Problematic Meetings, not following Traditions
 - CoDA.org meeting registrations, including adding a category for Step Study meetings: Barbara, Tina and Florence had an initial meeting with our web designer. We are continuing to work on it.

- Creation of Step Study meeting guidelines that are registered on CoDA.org -
(*Note: Barbara and Tina are working on this*)
- Board Policies and Procedures (P&P) review started, not completed
- Partial review of Board's Strategic Plan
- Executive session topic summary will be included in the Public Meeting Agenda
- Online/hybrid meeting recognition discussion
- Updated Copyright Contract discussion
- Robert's Rules of Order in the FSM - Possible 2023 CSC Motion to remove RR
- Board member recruitment
- Update the Board Application, making it a fillable document.
- Board webpage review, needs to be updated
- Cease and Desist form letter for CoDA registered meetings not following Traditions (*Note: Tina is currently working rough drafts for warning and final notice letters.*)
- Issue/concern that was referred to IMC for consideration.

Next Public Board Meeting – May 6th, 2023 @ 8 AM Pacific (1st Sat of month)

Next Workgroup Meeting: April 16th, 2022 @ 9 AM Pacific (3rd Sunday of month)

Move to Executive Session: