



CoDA, Inc. Board of Trustees Public Meeting Minutes

May 6 , 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.*

Starting 8:06 am PDT

Attendance and order of Round Robin - Barbara, Joe, Lisa, Tina, Yaniv (arrived at 9:16 am PDT), (Chairs Forum representative [Rosa S. CoDAteen Chair]), Gail

Absent: Katherine, Steve, Faith, Florence

Yaniv arrived at 9:16 am PDT

NOTE:

Tina (Board Alternate #2) voted in this meeting on behalf of Katherine

CONSENT AGENDA

Motions via email or Executive Session:

- **03-04-23 Public Board Meeting Minutes:**
MOTION to approve: Gail 2nd: Florence Vote: Unanimous
- **03-04-23 Executive Board Meeting Minutes:**
MOTION to approve: Gail 2nd: Florence Vote: Unanimous
- **04-01-23 Public Board Meeting Minutes:**
MOTION to approve: Gail 2nd: Katherine Vote: Unanimous

- **04-01-2023 Board Executive Meeting Minutes:**
MOTION to approve: Gail 2nd: Barbara Vote: Unanimous
- **CoDA Board F2F Hybrid - Atlanta, GA Minutes - March 24 & 25, 2023**
MOTION to approve: Gail 2nd: Barbara Vote: Unanimous
- **MOTION: to authorize interpretation for CoDAteen committee meetings up to \$400 per session to meet once or twice per month as needed and for the Chairs Forum to meet once per month. Total not to exceed \$1200/month (maximum 3 sessions at \$400 per month). This replaces Board motions: 21089 and 21100**

INTENT: CoDAteen is asking for extra time for interpretation to get ready for CSC. Gail, Barbara and I reviewed the previous Board motions and determined that we needed to ask for a new motion for Chairs Forum and CoDAteen as interpretation needs have changed

Motion to approve started via email on April 19th
Motion by Florence, 2nd by Gail
Unanimous on May 3rd via email

- **Quarterly Service Report (QSR) Q1, 2023:**
MOTION to approve: Gail, 2nd Barbara VOTE: Unanimous

May Treasurer’s Report:

JP Morgan Chase Checking:	\$ 19,235.23
JP Morgan Chase Savings:	\$220,502.00
National Bank of Arizona:	\$100,972.05
Wells Fargo Savings:	<u>\$200,938.12</u>
Total Assets:	\$541,647.40

MOTION TO APPROVE: Above Consent Agenda.
Moved: Barbara Second: Joe Vote: Yes: Unanimous

Motions started via email:

- **Fellowship Service Manual (FSM):**

Motion to approve started via email on May 3rd with the following correction as an amendment: *In FSM part 2-- the policy for outside literature is repeated twice---- I don't know if it was already in there and we added a duplication or if it's a mistake. Scroll down from where we inserted the new motion and you will see the policy on outside literature repeated.*

Motion by Gail, 2nd by Lisa:

Yes: thus far via email: Yaniv
Meeting Vote Yes: Unanimous
Concerns:

In FSM part 2-- the policy for outside literature is repeated twice---- I don't know if it was already there and we added a duplication or if it's a mistake. Scroll down from where we inserted the new motion and you will see the policy on outside literature repeated.

Action Item: Gail to send email to Katherine and FSW with motion approved with listed correction

Action Item: Future - Web Liaison will send final corrected FSM to the webmaster for posting.

- **Motion: Final Approval for New Translation Management Agreements**

Motion to approve started via email on May 2nd:
Motion by Katherine, 2nd by Lisa
Yes: thus far via email: Yaniv, Tina (alternate),

Continue via email - one needs a final look from the attorney

- **MOTION TO APPROVE: 4/22/23 Special Board Workgroup Minutes**

Motion to approve started via email on April 30th:
Motion by Lisa, 2nd by Barbara
Yes: thus far via email: Gail, Joe, Yaniv, Steve (1st alternate)

New Motion to approve **4/22/23 Special Board Workgroup Minutes**
Vote: Unanimous

- **MOTION TO APPROVE: 4/16/23 Board Workgroup Minutes**

Motion to approve started via email on April 30th
Motion by Lisa, 2nd by Barbara (with suggestions given on document)
Yes: thus far via email: Gail (noting no adjourn details), Yaniv, Florence, Joe

New Motion to Approve: **4/16/23 Board Workgroup Minutes**
Vote: Unanimous

WEBSITE

CoDA.org update - issues being worked on:

- **Website:** Nothing new at this time.
- **Meeting Search Issues:** No recent complaints.
- **Meeting updates:** Still seem to be a little behind on meeting updates but I think we are close to catching up. We are working with the website programmer with technical issues with meeting updates being sent to our Fellowship Service Worker (FSW)
- **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.-- We met and the web designer sent a second mock up. We were supposed to meet this week but could not find a convenient time for everyone.
- **CSC/ICC:** Web page has been set up: <https://coda.org/service-info/events/>
- **REVIEW PROPOSED LITERATURE:** Now is the time to review this literature as it all will be voted on at the conference in July. We need feedback.
<https://coda.org/member-resources/pending-conference-approval-draft-voting-entity-literature/--> under member resources mega menu or through the scrolling slider at the top of the page.
There is "The Forty Questions" and CoDAteen material.

2023 CoDA Service Conference (CSC) Prep group:

Board Liaison: Lisa

Report: The group is doing well. We are working with a spreadsheet that lists everything that needs to get done, who is responsible, who needs to be notified, etc. We are conducting a group inventory during the last 20 minutes of each meeting.

Announcements:

- **Guidelines of public meeting minutes: now posted on the website.**
Intergroups and Voting Entities might find the guidelines helpful to use at the local level.
Can be found at: <https://coda.org/service-info/>
Last item under "Service Materials"
- **Register for CSC/ICC:**
A dedicated website is available for you to book hotel rooms online: [The Royal Sonesta Passkey for CSC 2023](#)
CSC REGISTRATION LINK: <https://2023codaserviceconference.eventbrite.com>
ICC REGISTRATION LINK: <https://2023internationalcodaconvention.eventbrite.com>

TASK FORCES:

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

Update: They put together their mission statement. They are preparing a motion to become a committee

- **Alternate Format Meeting Task Force (AFMTF) COMPLETE**
AlternativeFormatMeeting@CoDA.org
Former Board Liaisons: Florence, Backup: Gail

Update: Great news! This Task Force has been dissolved because it served its purpose which was to assist AFMs to properly form a recognized Voting Entity (VE) enabling them to send two delegates to the 2023 conference. The Voting Entity Liaison (VEL) was amazing, assisting them through their process, including the creation of their Bylaws.

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

Update: We had some difficulty scheduling our second meeting. Available days are Tuesday and Friday. We hope the next meeting will happen in the next couple of weeks.

April Executive and Workgroup sessions topic summary:

- CoDA meeting issues:
- Board Strategic Plan review
- "insure" vs. "ensure" in FSM and the Bylaws.
- CoDA Service Conference (CSC) Prep group/process
- Website meeting updates
- Hospitals & Institutions FSW
- AA Steps and Traditions in our literature
- Legal Liaison updates
- 3x3 meeting with one of our CoDA committees
- Step Study meeting category on the Search for Meetings
- Board CSC motions discussed
- Policy & Procedure Manual updates
- Website updates: Board page(s)
- Voting Rights of Board Members at CSC
- MS365 Accounts for the Voting Entity Liaison (VEL) and Meeting Fellowship Service Worker (FSW)
- Audio Visual contract for CSC 2023
- Board Group Inventory

OLD BUSINESS:

- Revised Board Application:
[Board Application 2023 REVISED 050623.docx](#)
Updated copy with changes suggested by Gail & Faith
Continue email discussions: leave mailing address on the form?

Discussion:

Having the postal address on the form shows they can mail it in, but mail is picked up every 2 weeks; could be missed. Must need to be online to fill it out and send it.

Change the requirements to be online, access to the internet, etc.

Need have computer to do the work

Ok to remove address as long as board email address is there

Motion: Barbara moves to accept the revised Board Application 5/6/2023. Second: Gail

Vote: Unanimous

Action Item: Gail & Lisa will Revise board requirements - must have access to internet, computer, etc. Affects FSM & Board web pages

Action Item: Lisa will send the revised board application to Connie to make it a fillable PDF.

Action Item: Lisa will send the fillable PDF Board application to the web liaison for posting.

From Observer discussions:

Action Item: Discuss adding a link to the Board application to find the board requirements

Action Item: In our FSM, part 2, pg 21 - service to others: refers to page 85, should be page 87.

NEW BUSINESS:

- CoDA CSC 2023: 2 Motions from NorCal CoDA (NCC) VE:
#1 To immediately give committee *chairs voice & vote* and to immediately give committee *members voice* (not vote) **during the 2023** CoDA Service Conference (CSC).
#2 To give committee *chairs permanent voice & vote* and to give committee *members permanent voice* (not vote) **during all future** CoDA Service Conferences (CSC).

Discussion:

In favor of the motions

Still the same process this year; the first motion is not necessary. 2nd motion will be important to make it affect the future.

Combine into one motion. one and done.

Sending an email to the group asking for one motion - GC all in favor

Action Item: Barbara will send an email to NorCal about voice/vote for chairs at CSC 2023 and future; it will come to the Board first for review.

Next Public Board Meeting – June 3rd, 2023 @ 8 AM Pacific (1st Sat of month)

Next Workgroup Meeting: May 21st, 2022 @ 9 AM Pacific (3rd Sunday of month)

Serenity Prayer: 9:21 am PDT

Move to Executive Session