



## CoDA Quarterly Service Report

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4<sup>th</sup> Quarter 2001

[www.coda.org](http://www.coda.org)

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### **CoDA Board Report**

Dear Members of the Fellowship,

The Board elected Sheila H. from Massachusetts to serve a one-year term as our new trustee. The Board made the appointment according to CoDA's by-laws because nobody was elected at the National Service Conference in September. We are grateful for her willingness to serve.

Board officers for this year are:

Chair Judi T

Vice-Chair Rosemary D

Treasurer Curtis F

Secretary Tom L

Our CoDA website: [www.codependents.org](http://www.codependents.org) now links to the new CoDA World Service website: [www.wscoda.org](http://www.wscoda.org)

We are currently working to renew our CoDA trademarks.

Please be sure to return the "Mailing Update Form" enclosed with this copy of the CSR, so that we can update our mailing list. If your state or region has elected new Delegates or Alternate Delegates who should be added to the CSR mailing list, please include their names and addresses, too.

The Fellowship welcomes members to serve on national committees. If you wish to find out more about opportunities to serve, or know someone who might, please email the Board [coda.usa.board@usa.net](mailto:coda.usa.board@usa.net)

We will forward your email to the appropriate committee.

In Grateful Service,

The CoDA Board of Trustees

### **CoDA Service Conference Committee**

Due to the tragic events of September 11, 2001 several of the attendees did not make it to Montreal. However, there were a good number of attendees that had arrived early for World Service CoDA and National Board meetings and vacation time in Montreal. The National Service Conference did take place. As the Co-Chairperson of the committee and one of those who did not make it there, this report is a summation of what took place.

A very special thanks to DAA for hosting this Conference and coming forth with much needed attendance and cheerful volunteers who help to make this Conference a success in spite of it all. DAA, we salute you!!!!

A special thanks also goes to all off the attendees who pitched in and did what needed to be done to take care of us as a Fellowship...too many to name.

The financials are not yet final and will be reported at a later date. The hotel was very gracious and did not hold CoDA to the contract of attendance and rooms rented. It turns out they needed the rooms to accommodate the guests from the previous conference that could not leave.

The board Liaisons, Rosemary D, and Judi T. put together a package of the reports as presented at Conference and mailed to all the delegates that had registered and were not able to attend. Thank you both for this great idea. Anyone not receiving this, please let the board know.

A motion was pasted to refund all registrations and meal package money collected. Sharon R. has completed this; if you did not receive your refund, please let her know. The reports and NSC-2001 Motions are available on the National website.

Respectfully submitted:

Ann R. Co-Chairperson NSC-US

### **CoDA Literature Committee**

No report

### **Outreach Committee Report**

Goals for the Outreach Committee as established at NSC 2000:

1. Send a mail out to meetings with last update date older than 1998 (i.e., 1996 and 1997). The flyer will be sent to the facility rather than the last meeting contact.
2. Track the responses to the mail out by using the meeting number in the label.
3. Continue to answer info@ e-mail.

Results:

*Goal 1:* 183 flyers were mailed the end of April 2001.

*Goal 2:* Tracking results of the mail out (we greatly appreciate Fellowship Service Office's assistance).

We received 72 flyers back from the 2001 mail out to facilities.

- 21 flyers were returned by the post office with no forwarding address.
- 4 flyers were returned by the post office with a forwarding address.
- 44 meetings were inactivated by returned flyers (some facilities had more than one meeting so there isn't a one-to-one correlation with the number of flyers received).
- 46 meetings were updated (some facilities had more than one meeting as above).

As per the notice in the flyer, any meeting that did not respond was inactivated. A total of 64 meetings with a last update of 1997 and 88 meetings with a last update of 1996 were inactivated (total = 152).

We had a 50% response from the 2001 mail out to facilities (90 out of 183) vs. 19% (232 out of 1200) response to the mail out sent in 2000 to meeting contacts and 31% (155 out of 500) response to the 2000 mail out sent to facilities (this does not include e-mail meeting updates). However, it is clear that the 2000 mail out to all meetings did have an impact as there was a two-fold increase in the number of meeting updates received in May and June 2000.

*Goal 3:* From October 1, 2000 through September 31, 2001, the Outreach Committee received 1341 e-mails. Fifty percent (671.5) of the e-mails were about meetings (other

countries, can't access the meeting search engine, questions about info on the web, and general meeting information), which is less than the estimate from last year (75% to 90%). We believe this decrease is because of the addition of the meeting button on the opening web page.

2000 Suggested Goals to Improve Communication and Networking:

1. Develop a web page that lists the names and contact information of people interested in starting a meeting or being a contact for a meeting that has basically died.
2. Put a help wanted ad on the web to get additional volunteers to answer e-mail.

Results:

*Suggestion 1:* Outreach developed a word file listing states and asked past delegates if they would agree to have their information on the web. NSC 20001 attendees approved placing this file on the web (it's called the State Contact List). The file was added to the web page shortly after Conference. Five additional contacts have been added. If you are interested in being a contact for your state (we'll take up to 4 per state) contact [coda.usa.nsc.outreach@usa.net](mailto:coda.usa.nsc.outreach@usa.net).

*Suggestion 2:* An ad was placed on the web in May 2001. We received e-mails from 22 potential volunteers. If they are still interested after initial discussions, we suggest a two week trial period where we "blind copy" them on our responses to people's questions and to committee discussions/group conscious votes. To date, we have two new members to answer [info@](mailto:info@) e-mail.

CoDA Teen

Several people contacted us wanting information on starting CoDA Teen meetings. The chair was not responding, so we decided to network these people together. One of our members knew someone who had started a teen meeting recently and had a lot of the materials. We asked permission and connected these people. In addition, we have them as a grass roots contact in the Outreach FAQ for future inquiries.

Newsletter Archives

Ramona P. continues to archive newsletters from local or state meetings/areas. Send your newsletters to her to be archived and if you find yourself needing some articles for your newsletter, contact Ramona P. at [coda.usa.nsc.connections@usa.net](mailto:coda.usa.nsc.connections@usa.net).

Future Goals for the Outreach Committee as established at NSC 2001

*Goal 1:* Send a mail out to all meetings. Flyers will be sent to the meeting place for meetings with update dates of 1998 and 1999. A full mail out package will be sent to meetings with update dates of 2000 and 2001. We are in the process of creating a short survey to include with the mail out to get feedback from the Fellowship. This may be a first. The date scheduled for the mail out is March 2002.

The number of active meetings as of 8/23/01 is 1249. The breakdown by year is:

1998	1999	2000	2001
206	173	512	358

*Goal 2:* If we can find appropriate people with good recovery and technical knowledge, start a CoDA chat room. This will be totally dependent on finding additional people. If anyone is interested in this project, send e-mail to [coda.usa.nsc.outreach@usa.net](mailto:coda.usa.nsc.outreach@usa.net) or call Karen at 979-823-2482.

*Goal 3:* Continue to answer [info@](mailto:info@) e-mail and recruit additional volunteers. Please be aware that the number of e-mails has increased significantly each year

(see table below), and this workload may become too high for volunteers to handle.

info@, outreach,  
meeting updates

info@ & outreach\* info@ & outreach

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	1/99-9/99	10/99-9/00	10/00-8/01
Oct		31	136
Nov		103	97
Dec		86	74
Jan	13	102	92
Feb	20	52	81
March	39	71	99
April	35	50	90
May	38	61	91
June	39	51	141
Jul	102	1	174
Aug	92	94	170
Sept	98	166	96

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Total 476 868 1341

\*7/00-internet provider changed, e-mails were only forwarded to first person on list.

## Summary

The Outreach Committee agreed to work toward solving the problem of updating outdated meetings for CoDA. The bulk of the current meetings in the database have an update date of 2000 or 2001. In two years, we have updated or eliminated all meetings with dates from 1994 through 1997. The oldest meeting date in the database is currently 1998. After the mail out in 2002, the oldest date will be 2000. We realize some meetings are removed that may still be active with this method, but we are finding that this creates incentive to contact us when they discover they are no longer on the meeting search engine.

If anyone has any suggestions about what information should go in the 2002 mail out, please let the Outreach Committee know (e-mail and phone number listed in NSC 2001 Goal 2).

Respectfully submitted,  
Outreach Committee (Karen, Claudia, Nanci, Dan, Shelly, Pat, Elizabeth, Joanna, Rose, Ramona, and Jim C.)

## Teens

See ITI

## CoDA Convention Committee

No Report

## **Service Structure Committee**

Allison F and David L have taken role of prime movers on SSC from Sheila H. Under her capable leadership, the SSC dug through a large backlog of work on foundation documents, starter packet and service manual. So, currently there are no large projects on the horizon. We do have some clean up work around changes recommended by the recent NSC and those are being completed. As new issues are directed our way, we will give them prompt attention. Whether or not we plan a face to face meeting will depend on what issues surface with which we need to deal.

David L.

## **Website Report**

Information was presented to the NSC 2001 in Montreal on the new interactive page for updating meeting information. This page is in final testing and will become active very shortly. This page has mandatory fields that will insure that necessary fields are completed before the user can finalize the form. Once the form is completed, the form is sent directly to the service worker who then inputs the data within days of receiving it. This will eliminate the requirement to download the form and fill it in and then mail it. Often times the service worker has had to notify the person to ask for additional information. We are always trying to improve the website and would like your input if you have any suggestions.

The website team continues to work with communities to establish links to their local Websites. One of the most encountered problems is the display of commercials on local websites; this is a traditions violation and is not acceptable. Another frequent occurrence is the displaying of trademarked materials on local websites. It is best to point a link to the "Founding Documents" on the National website.

A link has been established for the World Service CoDA new website. Check it out and see how many CoDA meetings there are around the world.

Please send in any information you wish to publish, this is your Fellowship's website, so send us anything you want to post and we will add it to the site; there is plenty of room!!!!

Respectfully submitted:  
Annie R., website project

## **Finance Committee**

No Report

## **Co-Nnections**

We are off to a fast start for Co-NNections On-Line. We have posted 6 submissions since the NSC. Hopefully some of the people reading this report will also submit an article or two. We have had quite a few inquiries about what is wanted, but few follow through from the inquiries.

Co-NNections only works if we get involved. Any short story about your recovery or of a lesson learned can help another codependent. I am finally learning from other peoples mistakes and successes, and the only way to do that is to hear about the mistakes and successes.

Let's make Co-NNections a big success and help other codependents this year.

I would like to challenge everyone that is having an anniversary during the upcoming year to write about it and submit it to Co-NNections. It doesn't have to be long, a few paragraphs will do. And, you don't have to consider yourself a writer, just write as if you are talking in your meeting or to a friend. My anniversary is coming up February first and I commit to writing something for Co-NNections this year.

### **Hospitals & Institutions (H & I) Report**

See ITI

### **Online Support Committee**

No Report

### **CoRe**

No Report

### **Issue Mediation Committee (ITI)**

No Report

### **Fellowship Services**

No Report

### **Ad Hoc Committee**

No Report