



CoDA Quarterly Service Report

Co-Dependents Anonymous, Inc. PO Box 33577

Phoenix, A.Z. 85067-3577
(602) 277.7991

1st Quarter 2004

www.coda.org

CoDA Board Report

The Board held the first of it's Face to Face meetings at the beginning of January, in California and it was ably hosted by Evie. The major item of concern was the NSC 2003 motion instructing CoDA, Inc. Board and CoDA WS Board to meet and work out a plan to consolidate the two entities under CoDA, Inc. Bylaws. We decided to invite the World Service Board to a face to face meeting and offered them three possible dates.

CoDA WS indicated that Saturday, May 1st worked best for them so arrangements are being made to meet in Atlanta, GA. You can expect a report on this meeting in the next issue of the QSR.

Then, as per plan, Sheila became the mother of a beautiful baby. It did however temporarily hamper her availability for Board work. Other Board members have picked up tasks she was unable to handle and things are going smoothly, with motherhood and Board business.

At our February telecom, Ramona volunteered to be liaison for the 2006 National Convention Committee and David L. will be back up. We are also pleased with progress of Conference Committee plans for NSC 2004, and have passed information on to web team for posting on CoDA Website.

WEB TEAM (Board Liaison Notes)

The web team made a recommendation we change the host for our website, and we are now saving hundreds of dollars per year in service fees. Thanks go to Rick and Annie for scouting possibilities and to Rick and Curt for doing the extra work to make the changeover smooth and indivisible to most users. You can now find us at either www.coda.org although your old bookmarks for www.codependents.org will still work. **Look for more information in the Website Report on another page.**

Respectfully Submitted:
David L., Texas, Board Chair

CoDA Service Conference Committee

No Report

CoDA Literature Committee

Many, many thanks to the Fellowship for the generous number of "In This Moment" (ITM) meditations we've received, 250 to date. It's this kind of tremendous effort of love and devotion to this huge project from individual CoDA members to do what it takes, to have our meditation book materialize. Please continue to send meditations as we still need many, many more. (For directions check out our website at www.coda.org. Look for late breaking news, click on it, and the first piece of news will give you the guidelines for writing an "In This Moment" meditation, then click again to get the release form, fill it in and send your meditation via regular mail to the address in Phoenix, AZ.) Spreading the word to other CoDA members would help, too. Thanks!

Meanwhile we have also been working on a new piece of literature called "Tools of Recovery" which came to us as a state issue. It's already had extensive development and group consciencing and is almost ready for presentation at the next 2004 National Service Conference.

We are in the final stage of literature development expecting publication of a new piece of literature called "Common Threads of Codependency" in which codependents talk about codependency, recovery, relapse, and authenticity, giving a variety of insights into codependency by CoDA members. We plan to have this booklet available in the springtime.

Later this year possibly this fall after the current stock is depleted, it is planned to have a release of the revised "Newcomers Handbook "(which is much overdue). This piece of literature originated over five years ago and has become a very well liked piece of literature.

Also for use by the membership is a project affectionately called "The Blurbs". It is to be used as a service item (free to the membership) and may already be available on the CoDA website. This project contains short synopses of each piece of CoDA-endorsed literature to help aid members in choosing the literature that would be most appropriate for their needs.

At this time we have a backlog of projects in various stages of development ranging from almost ready for NLC group consciencing, to ideas that sound attractive but have not progressed due to a system of priorities that are necessary in the process of reaching "Endorsement" by the NSC.

We thank you for the opportunity to serve CoDA.
Love and Peace...the NLC.

Outreach Committee Report

The Outreach Committee is always interested in accepting applications for service from the CoDA Fellowship. Our experience is that at least one year in CoDA with preferably some experience in local, regional or national service helps. What is also almost a necessity is an affinity for email. The service that the Outreach Committee performs involves a lot of email reading and often times, group discussion. If you enjoy email, this might be a great forum for you to perform service work. Serving on this committee has provided many of us the opportunity to enhance our ability to participate in a group conscience and has also helped many of us in our individual recoveries.

We continue to keep track of the overall number of emails we receive from the fellowship although we have downsized the categories that we use for subjects. Weekly totals for emails received have ranged from the mid-teens (such as 16 the week of 12/29) to a high of 39 (the week of January 12th.) We are seeing an increase in the number of emails written in Spanish and we refer those to our bilingual volunteer, Mary Elizabeth of MD. We are also seeing an increase in the number of inquiries about online fellowship opportunities. For those, we have a

rather generic reply about current offerings as we await the findings of the group conscience work of the newly established Online Service Committee (osc@coda.org).

One of the most important ways that an individual can be of service to Outreach without actually volunteering on the committee is to ensure that the meeting listing for the meeting that you attend is correct and up to date. While Outreach does not maintain the database (this is done by Fellowship Services whom can be emailed at meeting@coda.org), we do use that information to help newcomers find meetings. For this reason, it is important that defunct meeting listings are removed from the database and that all information for existing meetings is correct.

The Outreach Committee is available to assist anyone seeking information on specific CoDA topics. Please feel free to email us at: outreach@coda.org

In Service,
Erin Q, Committee Chair on behalf of The Outreach Committee.

The current Outreach committee is composed of seven folks:

Fred M (KS), Allan B (CA), Robert S (CA), Dan D (CO), Tracey (IL), Florence M (MD) and Erin Q (OH.)

Teens

CoDA Teens Committee is working on their new manual. All of the revisions have been received, and the next step is to compile all the drafts into an acceptable outline. The project is expected to be completed by March, and when it is complete it will be submitted to NLC for further consideration.

There are no new Teen meetings, but five states have shown interest in starting one. Follow up has been productive and communications remain open.

Geri M

CoDA Convention Committee

No Report

Service Structure Committee

For last quarter, the SSC worked on completing the changes to the FSM and foundation documents that were approved at NSC 2003. Those changes are complete and are on the web.

We also received some email requests to give opinion on some items.

We sent an opinion to the board regarding the use and sale of non-CAL (CoDA Approved Literature) at meetings. It is not recommended. It violates several traditions and impacts CoDA unity.

There was a request for a change in the FSM regarding how the Issues and Mediation Committee is notified or requested to arbitrate a situation. That question was later found to be answered in the current version of the FSM.

There is one other request that was proposed and no action has yet taken place on it. That was to place a request that anyone who could not continue their commitment to service give a two week's notice to the committee chair and appropriate others. I have taken no action with this at this point.

Web Site Task Force

The web task force wrote a detailed bid request and evaluation document for the purpose of obtaining bids for the website upgrade project. The web task force was disappointed with bids received and is attempting to schedule a f2f meeting this summer to discuss how to proceed.

Web Site Report

The CoDA web site is now www.coda.org. Attempts to connect to codependents.org will be re-directed to www.coda.org. If you select the website from your "favorites" or "bookmarks" and get an error, delete the bookmark and enter our new domain name (www.coda.org) and you will then be connected to the correct site. The only disruption you may notice is that some bookmarks may need to be re-established after we move to the new site completely. For instance, if you have bookmarked "http://www.codependents.org/meetings/meeting_choice.htm." that page no longer exists because the domain name is redirected to the [coda.org](http://www.coda.org) home page. You will be re-directed to the [coda.org](http://www.coda.org) home page and have to navigate to the page you are trying to reach. The link on the [coda.org](http://www.coda.org) site will be the same, so, if you can substitute "[coda.org](http://www.coda.org)" for "[codependents.org](http://www.codependents.org)" in your bookmark, you will be able to go directly to the page. Sorry for any confusion this may cause, but that's all part of the technology. CoDA, Inc. will continue to own the domain name of codependents.org and [coda.org](http://www.coda.org).

The Web Team has completed setting up the "Trusted Servant Guidebook" area of the web site. Each committee chair was sent an Email with information for accessing that area. Please check with your committee chair for instructions or send inquiry to webinfo@coda.org. Information to be placed in the committee areas will need to be sent to the web team (webinfo@coda.org) to be uploaded.

The web site is excited and proud to announce that we now have a Spanish version of many web site pages on line. You can go to <http://www.coda.org/spanish/index.htm> and see translated pages of the web site. All of a sudden we are getting Emails in Spanish.

The website team continues to receive and review offers to link from the national website; these are then turned over to the Board for final approval. If you are interested in having your community website linked to, please read the guidelines posted on the website and send in your URL. The more links we can offer the greater service we are to the Fellowship. Please send in any event your group or community is sponsoring that is a CoDA event and it will be posted on the Calendar of Events page.

From your Web Team in 12th Step Service
Rick M.
George F.
Curtis F.

Finance Committee

Greetings from the Finance Committee!

Finances for CoDA, Inc. is about as expected. Income is down and expenses are running below budgeted. 7th Tradition donations are down and so is revenue from the sale of literature. We do not quite have our Prudent Reserve figure met. With our current budget, we would need 3 times \$122,888.00, or \$368,664.00. However, our actual expenses have been only about 60 to 70 percent of the budget. The Finance Committee recommends that CoDA, Inc. continue to spend wisely and frugally. We encourage all meetings and groups to consider making or increasing 7th Tradition donations to CoDA, Inc. It is important to note that all of 2003 expenses are not yet submitted and paid.

The Finance Committee and the Treasurer have planned the Second of our quarterly conference calls.

In Service,
Your Finance Committee
Della B., Curtis F. Co-chair and Joanna H. Co-chair

Co-Nnections

Co-Nnections has had several article submissions and "Words of Wisdom". We need submissions to continue to make Co-Nnections a success. No experience in writing is needed, just write about a recovery experience and share it with our Fellowship.

Hospitals & Institutions (H & I) Report

No Report

Online Support Committee

Hello from the Online Support Committee, the newest CoDA Committee. Membership of the committee has grown to 10 people that are active in online meetings.

Introduction: The 2003 CoDA Conference addressed endorsement, tradition, and safety issues related to online recovery meetings and groups by doing two things: 1. Removed the online meetings as registered meetings at this time. 2. Created an Online Support Committee.

The Online Support Committee (OSC) purpose is: To provide an information section on the web site (coda.org) that will give information about online resources and meetings. Instructions for locating resources and a list of resources (disclaimers of non-endorsement would appear). A committee of trusted servants would review resources before listing them.

Disclaimers: CoDA, Inc. does not endorse any of the sites, groups, therapists, or recovery centers that may be found as a result using this information. The members offering their Experience, Strength and Hope here are not Professional counselors and make no assertion that any particular group or entity is appropriate for an individual. Our goal is make the search for online recovery support resources easier for those unable to attend traditional Face to Face meetings.

Currently the CoDA Fellowship through this committee is doing committee work to discern the most appropriate way to present information regarding online recovery support and fellowship.

The goal is to ensure that the Twelve Steps and Traditions of CoDA are honored. In the meantime, there are many groups active online, that give each other support and have opportunities for fellowship and to varying degrees following the CoDA 12 Steps and Traditions. Two Members of this committee are currently active in different online "CoDA" based groups and another has recently assisted the St. Louis Area CoDA Community Group in establishing a web site with a discussion forum and chat room (codameetings.org)(a building looking for meetings). In keeping with the spirit of Tradition 6, CoDA, Inc. does not endorse any outside enterprise. The members of the Online Support Committee are sharing our Experience, Strength, and Hope (ESH) regarding possible recovery and support locations that you may find appropriate and nurturing for your recovery. The members of the OSC are providing information for possible avenues to online fellowship in the hopes that it might help you establish contact and further your recovery from codependency. We want to caution you that any place may be or may become unhealthy or unsafe for an individual at any time. The same suggestion is made for online meetings as is made for Face to Face meetings: Find a meeting where you seem to fit in with the group and then attend at least 6 meetings to confirm it is the place for you. Visit several different meetings, you are not restricted to only one. The Groups attended by members of this committee are at: <http://groups.msn.com/CodependentsAnonymousMeetings>, and <http://groups.msn.com/codependentschat>. These groups are dynamic and active.

To search for other support resources online, use the "search" function of your browser and search on any of the following words: codependency, codependent, coda, coda meetings, coda chat, recovery meetings, 12 Step.

You may contact the OSC by Emailing them at osc@coda.org with your questions or if you want to join in the committee work

CoRe: CoDA Resources Publishing, Inc.

No Report

Issue Mediation Committee

No Report

Filing Expense Report

Evie, Treasurer for CoDA Inc., created the following documents to help simplify the process of filing expense reports and to provide the committee chairs with the name of their Finance Liaison. Please review the following instructions when filing an expense report. A blank Expense Form can be found on the CoDA website: <http://www.coda.org/forms.html>. A graphic flowchart following these instructions defines each step of the process.

Expense Report Approval Process for CoDA Expenses

The member spending money prepares an Expense Report and all necessary receipts and forwards to their Committee Chair.

Committee Chair:

1. Reviews and approves the Expense Report using the Conference approved CoDA Reimbursement Guidelines.
2. Mails or Faxes a copy of Expense Report and receipts to our Accountant at 707-576-7235 (fax), mail to: **A Counting House, 85 Brookwood Ave. #21, Santa Rosa, CA 95406.**

3. At the same time, send an email to our Treasurer at evie_stern@yahoo.com (or call and leave message at **310-374-1443** if not able to send email), notifying her that the report(s) has been sent.

4. At the same time, send a copy of both Expense Report and receipts to your Finance Committee Liaison as follows:

Board of Trustees,	Curtis
Co-NNections Committee,	Della
CoRe,	Joanna
Fellowship Services,	Joanna
Finance,	Evie (or current Treasurer)
Hospitals & Institutions,	Curtis
Issues Mediation Committee,	Curtis
Legal,	Curtis
National Convention Committee,	Curtis
National Literature Committee,	Della
National Service Conference,	Curtis
Online Support Committee,	Della
Outreach,	Joanna
Quarterly Service Report,	Curtis
Service Structure Committee,	Joanna
Teens Committee,	Della
Web Task Force	Della
Web Team,	Della
World Service,	Curtis

It is recommended that an Email/phone call be sent/made to Finance Committee Liaison alerting them to look for your paperwork.

Accountant procedure:

- 1) Reviews Expense Report
- 2) Cuts Check
- 3) Forwards to Treasurer

Finance Committee procedure:

The Committee has two weeks to review each expense report and notify Treasurer and Accountant of approval or any problem. If Accountant has not yet cut check, all parties will attempt to fix the problem before sending check.

Treasurer

Unless previously notified by a Finance Committee member that the Expense Report is approved or there is a problem, the Treasurer should wait two weeks from receiving Email notifications of the submission, before signing and releasing the check. Of course the Treasurer should review the Expense Report for problems as soon as received.

Problem Resolution

If issue cannot be resolved with the person involved, contact, in order:

Co-Chairperson Finance Committee: Joanna H. or Curtis F.
Treasurer : Evie S.

Trustee Liaison to committee: Board Chair
Addresses

Joanna Hagan: Email: j.hagan@scnm.edu , tjleadership@yahoo.com
8219 E. Jackrabbit Rd. Scottsdale, AZ 85250
Phone: 480-858-0222 (fax)

Curtis Fisher: Email, caf@accessus.net

404 N. August St. Mascoutah, IL 62258
FAX , 618-566-3660 or voice 618 980 3660

Della Barnett
972 Calder Rd Dale, TX 78616
Phone: 512.243.0884 | FAX: 512.243.2686

Email: dbarnet1@ix.netcom.com

HELP WANTED

CoDA TEENS

Help is needed consolidating materials submitted for the Coda Teens manual. Experience assimilating and combining multiple submitted documents into a draft version, or the ability to explain and show how the process is done. The remainder of the current project should last approximately ten hours. Contact Geri M (geri_magee@yahoo.com).

Additional website redesign bids requested

The Web Task Force has been asked to solicit additional bids for the complete redesign of the CoDA, Inc. web page. Please circulate this message to those who may have interest in submitting a bid for the website. Questions or bids can be sent to bids@coda.org at any time before the July 1, 2004 submission deadline.