CoDA Quarterly Service Report

Co-Dependents Anonymous, Inc.   **PO Box 33577**   **Phoenix, A.Z. 85067-3577**
(602) 277.7991

2nd Quarter 2004   **www.coda.org**

CoDA Board Report

On May 1st, the Boards of CoDA, Inc., and CoDA WS met for the purpose of discussing how to implement 2003 National Service Conference **Motion 03044**. The motion concerned uniting the two bodies.

Attending the meeting were:

David L	TX (facilitator of meeting)	Jay F	CA
Evie S	CA	Ramona P	VA
Conrad W	GA	Curtis F	IL
Roy L	GA	Judi T	MA
Gerry	Canada	Ernie F	Canada
Linda P.	GA		

It was a successful and productive meeting that agreed:

We will cease referring to CoDA "national " (and call if CoDA or CoDA Inc.)

We will change name from National Service Conference to **C**oDA **S**ervice **C**onference. We will find a way to give voice and vote for non-US Delegates to be determined through group conscience process.

We will change names of Standing Committees to eliminate the word "national"

Allow non-US participation on CoDA Committees---this already exists.

We will **clarify expectations and responsibilities** between CoDA Inc and CoDA WS.

We will <u>not</u> now develop a contract between CoDA Inc and CoDA WS.

Interim plan to **improve communication**:

Ask WS member to join Board teleconference

Routine communication throughout the year

State/Regional Issues to be disseminated to both Boards, in both directions

Interim **funding** of WS will proceed as it does for standing committees. WS will follow the same process of submitting a budget, and goals, for approval by CoDA Service Conference. Expense reimbursement process to follow Committee process.

For CoDA, "there is but one ultimate authority; a loving Higher Power as expressed to our group conscience" of our CoDA Fellowship. This is the guiding principle by which we shall proceed. (Tradition Two)

Representatives of the Literature Committee, SSC, Boards and other appropriate committees **shall work together to create a process** for translation, licensing, publication and distribution of literature/service items, using modern technology wherever possible.

Further along in the process, the revision of the Service Manual and other documents will be addressed.

QSR welcomes reports from all service entities to inform the Fellowship.

A task force was appointed to devise a multi-year plan that would:
Create a consistent multi-year service plan
Use step-by-step implementation of recommendations, built on common vision
Be inclusive of SSC, Boards, Finance
Develop a **preliminary plan for presentation at 2004 CSC** (CoDA Service Conference)

The following trusted servants were chosen to develop the initial multi-year plan:

Curtis F Finance   Judi T SSC/Lit

Leo C   SSC   Roy WS Board

Gerry   WS Board   Evie S CoDA Board

David L CoDA Board

The Task Force will meet in Los Angeles at the end of July.

Respectfully submitted:
David L.

CoDA Service Conference Committee

The National Service Conference Committee met on Saturday, June 5 at the Hilton Garden Inn in Albany, NY. We brainstormed the "To Do" list and members volunteered for the jobs. The Spirituality Day will take place on Tuesday, October 5 from 9 to 4 with a catered lunch. Four talks will be given. The topics are: Meditation, Grief and Loss, Drop the Rock, and Affirmation Circle. There will be sharing groups after each talk. On Tuesday night there will be a welcome reception at the Hotel. A registration Form will be posted on the website in the next few days. The charge for the conference will be $50 for delegates and alternates, $25 for observers. The charge for the welcome reception will be $15. The Saturday Banquet will cost $30 per person. Committee members will be conducting research into a group activity for Friday night as well as entertainment for Saturday night. We will also post a "Room Share" page. It will be the responsibility of those wishing to share a room to contact each other. We look forward to getting together to conduct business and to have some fun.

Hilton Garden Inn at Albany International Airport
Spirituality Day Tuesday, 10/05/04
Welcome Reception Tuesday 10/5/04 6-9 p.m.
Special Activity Friday Night, 10/08/04
Banquet with Entertainment Saturday night 10/09/04
Details to be posted on the web
(www.coda.org)

CoDA Literature Committee

No Report

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. Average weekly totals for 2004 are around 25 emails. We are seeing an increase in the number of emails written in Spanish. 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 Support Committee (osc@coda.org).

A new event that occurred in April of 2004 is that we added our first international volunteer to the committee. Janie D from Australia is an observer on the committee. Also, one of our California volunteers resigned. This means we could use another person willing to learn the ropes and take on weekly rotations.

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 six folks and one observer:
Fred M (KS), Allan B (CA), Dan D (CO), Tracey (IL), Florence M (MD) and Erin Q (OH.)
Janie D (Aussie)-observer.

Teens

CoDA Teens needs additional help; the original committee has not been available for processing the manual.

However submissions from NLC have been completed and are being compiled and reviewed for another submission.

Southern California has made a great suggestion--for Teen CoDA meetings to be sponsored and supported by an adult meeting. This is a great idea and is usually how most other twelve step meetings conduct and support teen meetings. This allows multiple adults to assist with the teen meetings in lieu of having only two adults per meeting. We are developing a suggested meeting format around this idea, which will be formalized and submitted for review to the literature committee.

CoDA Teens would like additional help from anyone to formulate ideas for brochures, and to help merge the final documents for the manual once we have finished the drafting process. Other than that we are all doing well and look forward to seeing everyone at the next conference.

Your CoDA Teen chair

CoDA Convention Committee

No Report

Service Structure Committee

All updates from the recent service conference were completed last quarter. Current activity is the committee established to determine the structure of WS and CoDA Inc. Judi and I will participate on that committee and the first meeting is scheduled to be held in Los Angeles this July. Several changes to the CoDA Inc. by-laws will also be submitted as a result of this work.

Leo C, chair SSC

Web Site Report

Hi from the Web Team.
The web team continues to receive and review offers to link from the national website.   If you are interested in having your community website linked from the CoDA web site, 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. Please consider how you document will look in HTML format before sending it in. Graphics and fancy lettering do funny things when a document is converted from Word .doc format to .htm format.

The "Trusted Servant Guidebook" area of the web site is available for committees to use. Each committee chair was sent an Email with information for accessing that area. A user ID and Password are required for access to the general area. Each committee has their own area and can request unique ID and passwords. Please check with your committee chair or the web team 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.

Please update your personal Address books. The following usa.net Email addresses will be expiring in October, 2004. The coda.org replacements can be used starting now and follows each.

Old: Ends in October (no forwarding)	New: Start using now
coda.meeting.update@usa.net	meeting@coda.org
coda.usa.board@usa.net	board@coda.org
coda.usa.nsc.connections@usa.net	connections@coda.org
coda.usa.nsc.literature@usa.net	lit@coda.org
coda.usa.nsc.outreach@usa.net	outreach@coda.org

Some data on Web Site usage: Almost 1/3 of our web traffic is meeting search (no surprise here)

Data for the month of March.
Total sessions served: 34,975
Top 10 most commonly accessed pages during period:

Page	Views		Traffic
/coda/searchmeetings.asp	33144	page views	(30.32% of all traffic)
/default.htm	17547	page views	(16.05% of all traffic)
/newcom.html	4162	page views	(3.81% of all traffic)
/codapatt.html	4028	page views	(3.69% of all traffic)
/coda12st.html	2873	page views	(2.63% of all traffic)
/codatool.html	2812	page views	(2.57% of all traffic)
/codameet.html	2240	page views	(2.05% of all traffic)
/core/core.html	2072	page views	(1.90% of all traffic)
/codafaq.html	1896	page views	(1.73% of all traffic)
/coda12pr.html	1589	page views	(1.45% of all traffic)

Data for the month of April
Total sessions served: 32,707
Top 10 most commonly accessed pages during period:

Page	Views		Traffic
/coda/searchmeetings.asp	29404	page views	(29.91% of all traffic)
/default.htm	15263	page views	(15.52% of all traffic)
/newcom.html	3701	page views	(3.76% of all traffic)
/codapatt.html	3677	page views	(3.74% of all traffic)
/coda12st.html	2609	page views	(2.65% of all traffic)
/codatool.html	2518	page views	(2.56% of all traffic)
/codameet.html	2075	page views	(2.11% of all traffic)
/core/core.html	1731	page views	(1.76% of all traffic)
/codafaq.html	1660	page views	(1.69% of all traffic)
/coda12pr.html	1368	page views	(1.39% of all traffic)

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

Finance Committee

Greetings from the Finance Committee!
Both Chris and Joanna have resigned due to increased activities in their personal lives.   We thank Chris and Joanna for their time and efforts on the Finance Committee.
There have been changes to the people approving Expense reports. Please check the Trusted Servant Guidebook (http://www.coda.org/tsg/) before submitting an Expense Report. If you don't already have the ID and password you can check with your committee chair or Finance Committee for ID and password. Email to finance@coda.org.
Finances for CoDA, Inc. are about as expected. Income is down and expenses are running below budgeted. 7^{Th} 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 37 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.
In Service,
Your Finance Committee
Della B.
Curtis

Co-Nnections

Co-NNections has had six submissions since the last report. We are behind the pace of prior years and need more submissions. We only have one quarter left before the Service Conference in Albany, New York. We need more submissions to make Co-NNections a success again this year. You don't need to be a writer to share your experiences in recovery. It is as easy as sharing in a meeting.

Co-NNections Committee

Hospitals & Institutions (H & I) Report

No Report

Online Support Committee

No Report

CoRe: CoDA Resources Publishing, Inc.

No Report

Issue Mediation Committee

No Report

About the Meeting List and Contact Information

A few years ago, CoDA adopted a policy of not listing meetings in our database unless someone has agreed to serve as meeting contact. The policy was developed to solve a problem we had then. At that time, we had a very high volume of complaints about out of date meeting information.

Under our old policy, we kept meetings on the list even if we had not heard from them in years and even if there was no contact. The thinking was – we don't have enough meetings on the list as it is, and if we take them off just because people are too busy to serve as meeting contact, we shut people out of recovery who then can't find the meeting. People were worried about "throwing the baby out with the bath water". If we didn't have "proof" that a meeting wasn't thriving, we didn't de-list it.

Unfortunately, people spent a lot of time driving to dead meetings as the result of this policy. When a meeting folded, most of the time nobody thought to let us know. People became reluctant to attend a meeting unless they could call someone to verify it. (This remains true today.) We got very upset letters and emails about people wasting time going to meetings that don't exist. Many people were concerned about the message we were sending to newcomers, who might not keep trying to find a meeting if the first one they tried to find was dead. So, we changed the policy to swing towards accuracy in the database. We now attempt to make contact with meetings who have not sent in an update in more than two years, asking them to provide an update. If they don't, or we can't reach them, they go off of the list. If a meeting contact writes to us and says they can't serve any longer, and nobody else is willing to, either, we take them off of the active search list. We do keep a record ourselves, so we can try to write to the meeting, asking for updates and hoping they are able to provide a contact. But in cases where we are left with no way to contact a meeting, we are left with no alternative but de-listing them from our meeting search under our current policy.

It may be time to discuss this policy once again. We have done a good job of increasing meeting list accuracy, which is what the Fellowship told us it wanted us to do. Now, we hear complaints from time to time, as people want us to list their meeting but don't want to provide any contact information. We have seen the negative consequences of listing meetings like that, but perhaps the negative consequences of not listing them are also substantial. We invite our members to discuss this issue and report back to us your thoughts. If it seems consensus is swinging towards less accuracy and more meetings listed, whether we know they are there or not,

we can change our listing policy. Since it has been a few years since the last time the Fellowship gave input, we'd like to hear from folks again.

Responses can be sent to board@coda.org or to your State Delegate, who can pass them along to the Board Liaison for your state.

Thanks for providing service by responding to this issue.
The CoDA Board