

# CoDA Service Items

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**Motion Key:** 4874                      **Number:** 17001                      **Item Type:** MOTION                      **Date:** 10/10/2017

**Vote:** 2/3 Vote

**Committee:** Board

**Member Names:** CODA Board

**Subject:** Literature previously approved by a VE or CSC committee can be presented as a motion to CSC for endorsement.

**Description:**

Literature that has been previously approved by a VE (voting Entity) or CSC (CoDA Service Conference) standing committee can be presented as a motion to CSC for CSC endorsement. It is presented (either by the VE or their spokesperson) one year as a motion to consider for a year and distributed as a draft, with a "CoDA Service Conference Endorsement Pending" as a footer on every page. The following year, it is presented as a motion for CSC endorsement.

**Intent:**

To create a way for literature to come directly to CSC.  
The year lapse between presentation and endorsement allows for feedback from the Fellowship.  
Instructions in Motion #3

**Remarks:**

Pros - 1) see as good procedure to get more literature for Fellowship, many voting entities are creating recovery items that could be used for the entire Fellowship 2) opportunity to move literature forward more quickly, the voting entities are vetting these items and would be able to get out before CSC. 3) Point out that the motion is recognizing the autonomy of countries as well.  
Cons - 1) concern that a small group or entity can approve something that as a group we may not be comfortable with and may be available from sometime before it is approved or denied at CSC; 2) vote for this if don't want to 2) its a very complicated detailed process, literature committee's intention is not to hold up literature, but concerns about literature coming to CSC without CLC able to look over it to edit, vet it, etc.  
Crafting - YES - crafting was done.  
Vote - 34 in favor; 0 opposed; 2 abstentions. Motion carries

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**Motion Key:** 4875                      **Number:** 17002                      **Item Type:** MOTION                      **Date:** 10/10/2017

**Vote:** MAJORITY

**Committee:** Board

**Member Names:** CODA Board

**Subject:** Instructions and requirements for bringing a VE or CSC committee literature to CSC.

**Description:**

The following are instructions and requirements for bringing a VE or CSC committee literature to CSC:

1. Literature must be presented by a standing committee or VE, with same requirements as any motion (60 days in advance of CSC). The actual literature will be sent with the motion. Printed with "CoDa Service Conference Endorsed Pending" on the footer of all pages.
2. It must be in compliance with the Twelve Steps and Twelve Traditions.
3. It must have limited copyright releases by all authors at the time of initial submission and complete copyright releases by all authors at final submission.
4. VE/CSC committee must be amenable to feedback, and adjust as needed.
5. It must comply with the literature committee style sheet (in FSM).
6. It must contain recommendation of service item or for sale.
7. If passed, it is given to the CoDA board, along with all copyright releases, to send to CoRe.
8. The standardization process used by Literature Committee may be consulted within the year.

**Intent:**

To provide instructions when literature is presented directly to CSC. See Motion #17001 that was passed.

**Remarks:**

Pros - 1) glad to see this motion so that we can bring more literature to the Fellowship faster 2) in favor because it gets literature from other countries and other VE's so that it can get into the process faster; 3) there has been history of items that have taken a long time, like 7 years, so things that are already being used should be shared and brought to CSC.  
Cons - 1) would like to see Literature be brought more into this motion; 2) against as reads because there is a possibility there will be a motion to accept a piece of literature and that doesn't work for me; 3) opposed to the motion, don't think the procedure is ready to be voted on.  
Crafting - YES  
Vote - 22 in Favor, 8 against, 5 Abstention - Motion Passed by majority

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**Motion Key:** 4876                      **Number:** 17003                      **Item Type:** BYLAW                      **Date:** 10/13/2017

**Vote:** UNANIMOUS

**Committee:** Board    **Member Names:** Mary

**Subject:** Make changes to the By-Laws in Article VII  
Section 5 page 9-10 regarding Board Vacancies.

**Description:**

To make the following changes to the By-Laws in Article VII Section 5 page 9-10:

Change #1

Replace:

In the event of a vacancy on the Board, by death, resignation or disqualification, the Board shall officially acknowledge the assumption of the vacant position by the designated Alternate Trustee.

With:

In the event of a vacancy on the Board, by death, resignation, leave of absence exceeding 45 days, or disqualification, the Board shall officially acknowledge the assumption of the vacant position by the designated Alternate Trustee. To make the following changes to the By Laws in Article VIII Section 1 page 12

Change #2

Replace:

The Term of office shall be one (1) year unless sooner vacated by death, resignation, or disqualification. In such a case, the vacancy is to be filled at the next regular or special Trustees' meeting.

With:

The Term of office shall be one (1) year unless sooner vacated by death, resignation, leave of absence exceeding 45 days, or disqualification. In such a case, the vacancy is to be filled at the next regular or special Trustees' meeting

**Intent:**

To change the By-Laws to accommodate emergency situations for the Trustee's; the leave of absence will not exceed 45 days. At that time the Trustee will return to resume their duties or resign.

**Remarks:**

PROS - 1) in favor because it sets a limit, no limbo  
CONS - none  
CRAFTING - NO  
VOTE -36 in favor; 0 against; 0 abstentions -pass unanimously.

**Motion Key:** 4877                      **Number:** 17004                      **Item Type:** BYLAW                      **Date:** 10/13/2017

**Vote:** WITHDRAWN

**Committee:** Board    **Member Names:** Mary

**Subject:** REPEAL Motion - Motion Key 4816 number: By-Law Change BOD2-REV

**Description:**

By-Law Change: REPEAL Motion - Motion Key 4816 number: By-Law Change BOD2-REV which states:  
BY-LAW CHANGE: Upon the dissolution of the Corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Code (or the corresponding section of any future federal tax code). Any and all assets will be turned over to CoDA, INC., or any successor in interest. Any such assets not so disposed of shall be equally distributed by the former Corporation to remaining affiliated international CoDA Corporations. If any disposal/distribution is not possible, not appropriate or otherwise not capable of being accomplished, then by a court of competent jurisdiction of the county in which the principal office of the Corporation, as said court shall determine, which are organized and operated exclusively for such purposes.

**Intent:**

To repeal the by-law addition.

**Remarks:**

PROS -  
CONS -  
CRAFTING -  
VOTE -

**Motion Key:** 4878                      **Number:** 17006                      **Item Type:** MOTION                      **Date:** 10/11/2017

**Vote:** 2/3 Vote

**Committee:** Service Structure    **Member Names:** Evie

# CoDA Service Items

**Subject:** Replace all 5 Parts of the FSM and the FSM webpage with the revised attached versions.

**Description:**

To replace all 5 Parts of the FSM and the FSM webpage with the revised attached versions. The majority of the changes involved moving things around, renaming some things, reformatting, revising or eliminating things that are no longer true, and eliminating duplications and unnecessary verbiage. A combined copy of the 5 Parts of the FSM will be created and will also be added to the FSM webpage for those people who prefer to have all 5 parts in one file.

NOTE: The Table of Contents (TOCs) have not yet been updated since they will need to be updated once any other motions passed at CSC have been entered. So please ignore the TOCs for now. Thanks.

Other specific changes for each Part are:

Part 1

- o Added "Summary" to the name

- o Redrew the Structure Chart

- o The following lines were added:

- o To the Purpose: "Service work is not a replacement for working a good CoDA recovery program. It is, instead, only a part of working that program."

- o To Intergroup/Community Service Group (CSG): This is an optional level and typically exists where sufficient meetings or distance require an interim level between meetings and the Voting Entity.

- o Moved the Literature Style Sheet to Part 5

- o Moved the majority of the information about local websites to Part 3

Part 2

- o Major reorganization was done but no material changes were made except for those listed here.

- o Eliminated the Welcome Letter of the old Meeting Handbook after ensuring that any important information was included elsewhere in the document.

- o Added the following under "What is a CoDA Meeting":

There are minimal requirements to be considered a CoDA meeting. These requirements are to read the four following Foundational Documents as written at every meeting. These documents can be found later in this manual. Meetings who choose not to read these documents will not be listed in the CoDA Meeting Directory on the coda.org website since they are not considered CoDA meetings. The name CoDA® is a registered trademark and if the basic requirements for being considered a meeting as just described are not met the use of this name may violate CoDA, Inc.'s rights under intellectual property law.

Welcome (either long or short form)

Preamble

12 Steps

12 Traditions

- o Renamed "Commonly Asked Questions" to "Other Useful Information" and reformatted to be like the rest of the document

- o In the "Commonly Asked Questions" section "Such donations may not be allocated/designated for any specific purpose" was replaced with "Please see the donate button on the home page on the coda.org website for more information about what types of donations you can make."

Part 3

- o In Intergroup and Voting Entity Committees: "All committees have but one purpose: that of serving the Fellowship of Co-Dependents Anonymous" replaced with "All committees have but one purpose according to Tradition 9: "CoDA, as such, ought never be organized; but we may create service boards or committees directly responsible to those they serve.""

- o Most of what was in Part 1 about websites was moved to the Websites part of this manual

Part 4

- o In Section 01, #2 Preparation and Adoption of the CSC Agenda replace "consulting with the Board of Trustees" with "consulting with the Board of Trustees and the Chairs Forum"

- o IMC requested that the following be added to Section 04, Conference Election Procedures:  
Issues Mediation Committee Election Process

To be eligible to serve on the IMC, a candidate shall be a current or past Voting Entity Delegate or Alternate.

Only those who are elected by CSC serve at IMC.

New applicants shall be present at CSC to be elected.

A current IMC member may be re-elected even if they are not attending the Conference by expressing an interest to continue service by written communication to the Conference, submitted by another IMC member and/or other trusted servant.

All IMC nominations and elections are done at CSC.

All eligible members should either have an in-depth knowledge of, or share a strong willingness to learn, CoDA's Fellowship Service Manual (FSM) principles, guidelines and By-laws.

Part 5

- o The Literature Style Sheet was moved here from Part 1

- o In Section 04 Board Liaison to Standing Committees add the following to the end of the description:

The Board may also assign a backup liaison. A backup liaison provides the liaison services when the primary liaison is not available.

**Intent:**

To improve the understandability and usability of all 5 parts of the FSM.

**Remarks:**

Pros - 1) seems like this is a just a way to make this simpler, just a few words changed. 2) Was complex, but easy to follow with the summary and then open up each of the attachments.

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Cons - 1) Uncomfortable to vote for motion that has 6 attachments. Thinks each part be its own motion with the part attached as the motion.

Crafting - YES, crafting done

Vote - 36 in favor, 0 against, 1 abstention - Motion passed unanimously

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**Motion Key:** 4879                      **Number:** 17007                      **Item Type:** MOTION                      **Date:** 10/11/2017

**Vote:** 2/3 Vote

**Committee:** Service Structure

**Member Names:** Evie

**Subject:** Make changes to Part 1 of the Fellowship Service Manual in the CoDA Standing Committees section.

**Description:**

Make the following changes to Part 1 of the Fellowship Service Manual in the CoDA Standing Committees section:

Replace:

"The Service Structure Committee's function is to serve the will of the Fellowship, as expressed through the CoDA Service Conference, in keeping with the Twelve Steps and Twelve Traditions. This includes responsibility to support and maintain CoDA fundamental structural documents, including Fellowship Service Manual, Twelve Concepts, and other documents, as directed by the CoDA Service Conference."

With:

"The Service Structure Committee function is to serve the will of the fellowship and to serve in an advisory capacity to the CoDA Service Conference, Board of Trustees, and other service entities regarding service structure and the foundational documents. This includes maintaining CoDA fundamental structural documents, including Fellowship Service Manual, Twelve Concepts, and other documents, as directed by the CoDA Service Conference."

Make the following changes to Part 5 of the Fellowship Service Manual in the CoDA Standing Committees section:

Replace the following :

Description:

The Service Structure Committee's function is to serve the will of the Fellowship, as expressed through the CoDA Service Conference, in keeping with the Twelve Steps and Twelve Traditions.

Purpose:

Serve in an advisory capacity to the CoDA Service Conference, Board of Trustees, and the Fellowship through the group conscience decision making process.

Determine the implications of motions to modify, alter, or amend the CoDA Articles of Incorporation, By-laws, Conference Protocols, CoDA Fellowship Service Manual (FSM), Twelve Steps, and Twelve Traditions, Twelve Service Concepts, or other foundational documents.

To support and maintain CoDA fundamental structural documents, including Fellowship Service Manual, Twelve Concepts, and other documents, as directed by the CoDA Service Conference.

Produce revised documents in a timely fashion, after changes are approved by the Conference.

Provide the link to the website where the up-to-date Fellowship Service Manual is located. Send URL to all Delegates, Chairs, board members and other voting members before the CoDA Service Conference.

Communicate regularly with Board members, Committee chairs, Voting Entity Delegates, and other CoDA members or groups, offering relevant information and insight if needed.

With:

Purpose:

To serve the will of the Fellowship, as expressed through the CoDA Service Conference, and to serve in an advisory capacity to the CoDA Service Conference, Board of Trustees, and other service entities regarding service structure and the foundational documents by doing the following:

Suggest improvements to the service structure of CoDA, Inc. and coordinate implementation when requested

Determine the implications of motions to modify, alter, or amend the CoDA Articles of Incorporation, By-laws, Conference Protocols, CoDA Fellowship Service Manual (FSM), Twelve Steps, and Twelve Traditions, Twelve Service Concepts, or other foundational documents.

Support and maintain CoDA fundamental structural documents, including Fellowship Service Manual, Twelve Concepts, and other documents, as directed by the CoDA Service Conference.

Produce revised documents in a timely fashion, after changes are approved by the Conference.

Provide the link to the website where the up-to-date Fellowship Service Manual is located. Send URL to all Delegates, Chairs, board members and other voting members before the CoDA Service Conference.

Communicate regularly with Board members, Committee chairs, Voting Entity Delegates, and other CoDA members or groups, offering relevant information and insight if needed.

**Intent:**

To improve the information in the FSM related to the Service Structure Committee.

**Remarks:**

When the FSM was restructured last year Part 1 became summary level information related to CoDA structure and other things that would be of interest to the average member of the CoDA fellowship. Further details related to those items plus other things that did not fit into any of the other parts were included in Part 5. This is why there is a very short description for each committee in Part 1 and more details for most committees in Part 5.

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PROS - 1) Don't think the role of the SSC committee is to serve as advisory capacity or 2) our leaders are but trusted servants, they do not govern, or organized, or in advisory capacity. This is a spiritual foundation for our corporation; 3) against part of this as it over reaches of what the committee should be doing, should be crafted.  
CONS - 1) for this because it feel it simplifies the FSM and organizes it better. 2) in favor because committees should describe own duties. Regarding having the SSC look at structure, it belongs here. 3) feels this is the same in the FSM and just restructured, so okay for this.  
CRAFTING - YES - crafting done  
VOTE - 28 in favor; 5 against; 4 abstentions - Motion Carries

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**Motion Key:** 4880                      **Number:** 17008                      **Item Type:** MOTION                      **Date:** 10/11/2017

**Vote:** DEFEATED

**Committee:** Service & Structure                      **Member Names:** Evie

**Subject:** Association Management Company  
Responsibilities and Monthly Retainer and other  
competitive bids

**Description:**

At CSC a motion was passed to hire SOS, an Association Management Company, to assist the CoDA Board of Trustees in their work. Since that time SOS's responsibilities and the monthly retainer that CoDA pays them have expanded without any CSC review except for the total amount in the annual budget. As a result of this annual expense there is no longer as much money available for doing other fellowship work. As an example, the 12 CoDA Inc. permanent committees are no longer able to have face to face meetings every year but are instead limited to having one every 3 years. This is limiting committees' ability to get their work done for the fellowship.

In order to ensure that CoDA Inc.'s financial resources are being used in the best way possible way the following things will be done:

The following details will be provided to the CoDA Service Conference (CSC) each year for review:

- o A detailed report from SOS, our Association Management Company, on what they have accomplished for CoDA Inc. during the previous year
- o A detailed report from the Board on exactly what SOS's responsibilities are and any changes that have been made during the previous year and any planned changes for the coming year
- o Line item detail on how many hours were spent on each service provided to CoDA Inc. by SOS
- o Line item detail budgeted hours to be spent on each service provided to CoDA Inc. by SOS for the following year
- o The specific line item details will be determined by the Chairs Forum

That SOS be required to provide a quarterly submission to the Quarterly Service Report to include how many hours were spent on each service provided to CoDA Inc. by SOS

That every 2-5 years the SOS contract be reviewed by the CoDA Board in detail and that competitive bids are gotten from at least 2 other Association Management Companies.

**Intent:**

To ensure that CoDA Inc.'s financial resources are being used in the best way possible and that we are getting the best possible service.

**Remarks:**

We are a not for profit company so profit should not be our overall objective. Relationships, integrity, accountability and reliability should be much more important than cost although as a non-profit company we do need to be cautious about cost.? This motion is focused on improving accountability.

The reason we want to get competitive bids is: 1)it's an educational process, by having to get multiple bids we have to research and find other companies who are providing that service, 2) the process helps us understand better what services we are using 3) it could generate services we never thought of because they were not offered by the current service but comes up as a point of conversation when requesting competitive bids; 4) it could help us get better service from our current provider and, of course, allow us to find a better service provider, not necessarily a cheaper one.

Pros -  
Cons -  
Crafting - Yes

VOTE - 10 in favor; 19 against, 7 abstentions - Motion fails

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**Motion Key:** 4881                      **Number:** 17010                      **Item Type:** MOTION                      **Date:** 10/11/2017

**Vote:** WITHDRAWN

**Committee:** Communications                      **Member Names:**

**Subject:** Board of Trustees shall assign to a standing  
committee or appoint an ad-hoc committee to  
evaluate the current structure of World Service

**Description:**

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COMMUNICATIONS COMMITTEE INVITED THE BOARD TO DISCUSS THE WORKGROUP THEY ARE PUTTING IN PLACE THAT WILL WORK ON THE SUBJECT OF THIS MOTION.

That the Communications Committee be authorized to convene a subsequently self-governing ad-hoc committee, comprised primarily, but not exclusively, of Fellowship members who join out of belief that improvements to the structure of World Service would be worthwhile. Committee members shall be prepared to participate at least twice a month by attending teleconferences or by submitting written comments on recordings of teleconferences.

The Board of Trustees shall provide funding for at least one face to face meeting of the Ad-Hoc committee or a representative group.

The task shall be to evaluate the current structure of World Service from a broad point of view and report to CSC 2018 with possible Motions for action. The evaluation shall include the structural relationship; that is the distinctions, boundaries and roles, of the Fellowship in contrast to those of Co-Dependents Anonymous, Inc., the Corporation, as well as other possibly worthwhile areas of improvement.

The committee shall issue Quarterly Service Reports to the Fellowship.

## Intent:

Intent:

To create a place where consideration of World Service from a broad perspective, considering such matters as the role of an association management company, distinctions among committees doing Fellowship vs. business work, sharing business costs with other fellowships or other outside-the-box possibilities.

To compensate for the lessening of face to face contacts among World Service volunteers where such conversations could routinely take place.

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To uphold Traditions 8 and 9 not only in word and intent but also in structure and action

8. Co-Dependents Anonymous should remain forever nonprofessional, but our service centers may employ special workers

9. CoDA, as such, ought never be organized; but we may create service boards or committees directly responsible to those they serve.

To encourage the exercise of professional efficiency in business matters for the sake of effective service to the Fellowship by clarifying what are not Fellowship matters although being of service to the Fellowship.

To prevent such professional governance, from being applied to Fellowship matters

To prevent the primacy on group agreement, appropriate to Fellowship matters, from hindering effective management of business matters.

To reduce tensions between conscientious service volunteers arising from the current ambiguity of roles and boundaries

To release the productivity and creativity of service volunteers by providing clear parameters of approved action

To reinforce the primacy in all matters of the Fellowship over the Corporation created to serve the Fellowship.

## Remarks:

Here are perceptions of some members of World Service suggesting the need for this evaluation.

In contrast to the inverted pyramid of the Fellowship, the Articles of Incorporation of Co-Dependents Anonymous, Inc. requires that it be governed from the top down by a Board of Directors of at least three members.

The By-laws, although distinguishing the

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Corporation from the Fellowship in the first sentence, refers instead to the Board of Trustees, and lists both Fellowship and Corporation functions for it without distinguishing which is which.

The By-laws list delegates to the CoDA Service Conference as voting members of Co-Dependents Anonymous, Inc.

Corporate law requires that members of a corporation be listed by full name and address. This has not been done to avoid violating our principle of anonymity. The legitimacy of Corporation matters, though, such as trademark rights, could possibly be challenged on this basis.

Members of a corporate board are required by law to sign a confidentiality agreement, contrary to the CoDA spirit of transparency

Board Policies & Procedures Manual 3.5.3 lists items as within the AMC (association management company) scope of services that are clearly Fellowship matters.

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<b>Motion Key:</b> 4882	<b>Number:</b> 17011	<b>Item Type:</b> MOTION	<b>Date:</b> 10/11/2017
<b>Vote:</b> 2/3 Vote			
<b>Committee:</b> Communications	<b>Member Names:</b> John		
<b>Subject:</b> Wording in the Meeting Handbook be replaced			
<b>Description:</b>			
That the current wording in the Meeting Handbook be replaced with the following:			
Focus Meetings			
Meetings may additionally designate by group conscience, on the meeting finder, the focus of the meeting in any way			

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they wish so long as the four foundational documents are read at every meeting: The Preamble, the Welcome, the CoDA Steps and the CoDA Traditions.

The Meeting Finder shall state, in that case, "Information about such focus designations or other particulars will be available from the contact persons listed" for those meetings.

**Intent:**

To remove a section of the Meeting Handbook that was found to be confusing by many seeking to establish a meeting.

To replace specific guidelines with more general ones closer to CoDA principles.

**Remarks:**

Comparison of Versions:

Here is the current version as found in the Meeting Handbook, Fellowship Service Manual Part 2, with strike through of parts to be removed and additions in italics.

"Open" and "Closed" Meetings

A CoDA meeting may be "open." This means that anyone can attend. "Anyone" means codependents, non-codependents, students, or representatives of other organizations (including the media), etc. (It is expected, and may be specifically asked, that all such visitors agree to respect our need for anonymity and confidentiality.)

A "closed" group, however, is a group attended only by people who are codependent or who have the desire to develop healthy and loving relationships. Newcomers who think they may be codependent and/or have the desire to develop healthy and loving relationships can attend a closed meeting.

An open or closed group may be "restricted." For example, a meeting may be listed as "closed - women." In this example, only women who are codependent (or have the desire to develop healthy and loving relationships) may attend this meeting. Another example, a meeting may be listed as "open-Gay/Lesbian". In this example "Anyone" (as described above) may attend this meeting. It also means that this meeting may be designated Gay/Lesbian but it is still open to those who are not Gay/Lesbian.

Focus Meetings

Meetings may additionally designate, on the meeting finder, the focus of the meeting in any way they wish so long as the four Foundational documents are read at every meeting: The CoDA Steps, The CoDA Traditions, The Preamble and The Welcome.

The Meeting Finder shall state, in that case, "Information about such focus designations or other particulars will be available from the contact persons listed" for those meetings.

However, in respecting the spirit of Traditions One, Three, and Five, we honor one exception. No member of our Fellowship shall be turned away from even a closed or restricted meeting, if there is no other meeting available to this person.

Background:

This Motion was developed from a Motion presented by the Committee at CSC 2016 as a result of the suggestions by members of the CoDA Email Team and those answering phone calls to CoDA. (Cphone) which are permanent working groups associated with the Communications Committee. Their immediate contact with CoDA members helped them to realize the confusion caused by the current reading in the Meeting Handbook.

At CSC 2016, the Motion was tabled for re-crafting by a Committee member and several Delegates. That re-crafting continued throughout the year by email and phone conferencing culminating with a presentation to the Committee. It took all that time to realize essential conflicts in the efforts to be specific, so this less specific proposal was accepted by both the Delegates involved and the Committee.

PROS - 1) for this motion for simplicity; 2) for this motion with some crafting;  
CONS - 1) against because it doesn't give the meetings the opportunity for group conscience. 2)  
CRAFTING - Yes - done  
VOTE - 36 in favor; 0 against, 1 abstention

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<b>Motion Key:</b> 4883	<b>Number:</b> 17012	<b>Item Type:</b> MOTION	<b>Date:</b> 10/11/2017
<b>Vote:</b> 2/3 Vote			
<b>Committee:</b> Communications	<b>Member Names:</b>		
<b>Subject:</b> Other entities ability to sponsor submissions to CoDA Announcements			
<b>Description:</b>			
That the Communications Committee (Comm), or other entity selected by the Board of Trustees if the Communications Committee is not active, be authorized to sponsor submissions to CoDA Announcements that are			

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provided by a Voting Entity registered in any way with World Service, and that are found by Comm to be consistent with CoDA Principles.

**Intent:**

To address the serious lack of communication up and down the inverted pyramid of the Fellowship, in accord with the mission of the Communications Committee.

To address the privileging of World Service committees over Voting Entities whereby committees are authorized to publish on CoDA Announcements but Voting Entities are not.

**Remarks:**

CoDA Announcements go out to about 6000 email addresses but is largely concerned with the functioning of World Service. This Motion offers the possibility of Voting Entities easily entering into this communication stream and is an appropriate service that World Service can provide to those above us in the Fellowship.

The Communications Committee is set up already to begin this work since it established, during the past year, a group to vet other submissions to CoDA Announcements for CoDA Principles. This group developed a full set of guidelines for the task which was tested in use for a series of ten submissions.

PROS - 1) intent is to inform fellowship that they have a vehicle to get announcements out. 2) Communicates that the voting entities are important to the Fellowship. 3) Good motion because it is important that people know that they can be heard and have announcements and Commuications Committee will make sure it is consistent with our traditions, etc.

CONS - 1) this is already the vehicle for anyone that wanted to submit an annoucnement was allowed ot. They reviewed only to confirm it was related to CoDA. no reason a voteing entity can do this now. This is already being done and needs to be communiacted. 2) email list coordinator is a contractor and is in the Fellowship. We are opening ourselves up that someone might not know about our traditions in the future. EMLC works with communication on all announcements, don;t feel motion is appropriate. 3) good with the intent, but the motion itself isn't written properly.

CRAFTING - YES - none done

VOTE - 24 in favor, 4 against, 9 abstentions

**Motion Key:** 4885                      **Number:** 17014                      **Item Type:** MOTION                      **Date:** 10/11/2017

**Vote:** UNANIMOUS

**Committee:** Issues Mediation

**Member Names:** Gail

**Subject:** Change wording in FSM to clarify the process of submitting a VEI as a motion

**Description:**

To change wording in FSM to clarify the process of submitting a VEI as a motion one year after the VEI has gone through the initial process of being assigned and then denied approval by the Board or Committee.

Replace Current: FSM, Part 4, page 11 under heading: Guidelines for Presenting Voting Entity Issues to CSC. Bullet F

F. The Board or Committee shall establish and maintain communication with the originating Voting Entity (VE) during their process of deliberation to the extent that is possible and form their issue into a motion and present it at the next Conference. If in deliberation the board or committee decides against the VEI, the VE Delegate has the option to bring it as a motion directly to CoDA Service Conference providing it's not a By-law or legal issue. Last Revised: July/2017

Replace with:

F. The Board or Committee shall establish and maintain communication with the originating Voting Entity (VE) during their process of deliberation to the extent that is possible and form their issue into a motion and present it at the next Conference. If in deliberation the board or committee decides against the VEI, the VE Delegate has the option to bring it as a motion directly to CoDA Service Conference providing it's not a By-law or legal issue.

When the Board or assigned Committee decides against the Voting Entity Issue (VEI), the Voting Entity (VE) has the option to bring the motion the following year to CSC, providing it's not a By-law, Tradition or legal issue. If the Voting Entity decides to bring the VEI to CSC, the VE will meet all criteria that involve presenting a motion at the next CSC. See Procedures for Submitting CSC Items in Part 4.

**Intent:**

To clarify that any submitted VEI that if the Board or assigned Committee decides against the assigned VEI, the VE can resubmit their VEI as a motion to the following CSC for Fellowship consideration and vote.

**Remarks:**

PROS - NONE

CONS - NONE

CRAFTING - YES

VOTE - 36 in favor, 0 against, 0 abstention. Approved unanimously.



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**Motion Key:** 4886                      **Number:** 17015                      **Item Type:** MOTION                      **Date:** 10/11/2017

**Vote:** UNANIMOUS

**Committee:** Issues Mediation                      **Member Names:** Gail

**Subject:** To provide a process in which IMC members as needed may be elected between CSC by the Board motion process.

**Description:** To provide a process in which IMC members as needed may be elected between CSC by the Board motion process.

Replace Current: FSM, Part 5, page 10 under heading: Issues Mediation                      Committee (IMC)

The Service Conference elects members of the Issues Mediation

Committee (IMC) according to guidelines established by the

Conference. To be eligible to serve on the IMC, a candidate shall be a

current or past Voting Entity Delegate or Alternate,

New applicants shall be present at CSC to be elected.

A CurrentIMC member may be re-elected even if they are not attending the Conference by expressing an interest to continue service by written communication to the Conference, submitted by another IMC member and/or other trusted servant.

Replace with:

The Service Conference elects members of the Issues Mediation

Committee (IMC) according to guidelines established by the

Conference. To be eligible to serve on the IMC, a candidate shall be a

current or past Voting Entity Delegate or Alternate,

New applicants shall be present at CSC to be elected.

A CurrentIMC member may be re-elected even if they are not attending the Conference by expressing an interest to continue service by written communication to the Conference, submitted by another IMC member and/or other trusted servant.

In between CSC, if it becomes necessary to increase IMC members due to resignations, leave of absence, death or any other reason deemed necessary by IMC, IMC will present vetted nominee(s) to the board for approval of additional IMC members through the board motion process.

**Intent:**

Is to assure that IMC is operating at full capacity to attend to all necessary business.

**Remarks:**

PROS - 1) like any motion that is trying to clarify and simplify, and be present to be at CSC to be elected the first time.

CONS - none

CRAFTING - YES

VOTE - 37 in favor; 0 against; 0 abstention. Motion passed unanimously.

---

**Motion Key:** 4887                      **Number:** 17016                      **Item Type:** MOTION                      **Date:** 10/11/2017

**Vote:** UNANIMOUS

**Committee:** Issues Mediation                      **Member Names:** Gail

**Subject:** Make changes to Part 1 of the Fellowship Service Manual in the CoDA Standing Committees section.

**Description:** Make the following changes to Part 1 of the Fellowship Service Manual in the CoDA Standing Committees section:

Replace:

The Issues Mediation Committee facilitates dispute mediation for Voting Entities, Intergroups, and other CoDA entities as needed.

With:

Primary function: The Issues Mediation Committee facilitates dispute mediation for Voting Entities, Intergroups, and other CoDA entities as needed. See further information and functions see FSM Part 5.

# CoDA Service Items

Make the following changes to Part 5, currently Page 10 of the Fellowship Service Manual in the CoDA Standing Committees section:

Replace:

Issues Mediation Committee (IMC)

The Service Conference elects members of the Issues Mediation Committee (IMC) according to guidelines established by the Conference. To be eligible to serve on the IMC, a candidate shall be a current or past Voting Entity Delegate or Alternate.

- New applicants shall be present at CSC to be elected. Last Revised: July/2017
- A Current IMC member may be re-elected even if they are not attending the Conference by expressing an interest to continue service by written communication to the Conference, submitted by another IMC member and/or other trusted servant.

All eligible members should either have an in-depth knowledge of, or share a strong willingness to learn, CoDA's FSM principles, guidelines and Bylaws.

IMC Mission:

The Issues Mediation Committee facilitates dispute mediation for Voting Entities, Intergroups, and other CoDA entities as needed. Decisions at all levels of CoDA are made with the guidance of our Higher Power as expressed through the group conscience. As stated in Tradition One: "Our common welfare should come first. Personal recovery depends upon CoDA Unity." and Tradition Two: "For our group purpose there is but one ultimate authority—a loving Higher Power as expressed to our group conscience. Our leaders are but trusted servants; they do not govern." Thus as with all our recovery, group conscience is about putting aside the "self" and looking to Higher Power for guidance. In addition, the Issues Mediation Committee:

- Through the group conscience process will handle requests to recognize Voting Entity delegate's election process.
- Handles requests from Voting Entities to divide into two or more entities.
- Tracks and maintains the status of Voting Entity issues.
- Informs and awards Travel Reimbursement Opportunity (TRO) for incoming eligible Voting Entity delegates.

We also have the additional sections to guide us in the mediation process. (Please see Part 1 of the FSM, CoDA Structure and general Information "The Twelve Service Concepts" in Section 1 "The Disagreement, Mediation and Resolution in our Group Conscience Process" in Section 5.

Mediation Procedures:

- Since CoDA operates as an inverted pyramid in its structure, the IMC should only be consulted after an attempt has been made to resolve the issue on a one-to-one level; through a group conscience at the local, Last Revised: July/2017 home-group level; Intergroup; and VE levels (refer to "The Disagreement, Mediation and Resolution Process" within the "Group Conscience Process" in Part 1 of the FSM, CoDA Structure and General Information.
- If a conflict arises at the CoDA World Fellowship level, it is essential that all disputing parties follow "The Disagreement, Mediation and Resolution Process." Once the dispute reaches the IMC level: A Committee member or a Board member may submit their request for assistance to the IMC to mediate the conflict within a Committee or within the Board if irresolvable, or The Board and/or trusted Servant, and/or Committee may submit their request for assistance to the IMC to mediate the conflict if they cannot resolve the conflict between each other, the Committee chair or Board liaison may submit a request to the IMC for assistance in resolution of the conflict if conflict arises between a Board Liaison and a committee, The IMC may give advice to the CoDA Board for conflict resolution if a Board Liaison and a Committee cannot successfully resolve their conflict. This is recommended because the IMC represents an impartial perspective on the conflict, and may provide the Board with a clear understanding of the issues involved. If a new Board Liaison is necessary, a mutually agreed upon liaison should be chosen. This change will be reported in the subsequent Quarterly Service Report,
- If any conflict remains, the IMC may consider other options as outlined in the "Disagreement, Mediation and Resolution Process" in the FSM. This may include bringing a dispute to either the Board or CSC when irresolvable; advising the Board or CSC of dispute issues and IMC's recommendations, etc.

Voting Entity Division Process:

The By-Laws (Section 2) authorizes a VE to sub-divide; explains the logic and assigns IMC to oversee and approve the division. It also gives some guidance for the VE and IMC. After the division, both VEs will have two delegates.

The Process of Dividing a VE may arise for any of many reasons.

The IMC recommends the following issues and process be considered.

1. Make sure a division will solve some problem or issue with representation of the membership. Last Revised: July/2017
2. Consider geographical boundaries.
3. Consider division by Language.
4. Consider city, county, parish, state boundaries.
5. The division should be agreed upon by both new VE's.
6. All meetings from the current VE should be included in one of the new VE's.

Please contact the IMC @ [imc@codas.org](mailto:imc@codas.org) for an application, VE division requirements and deadline for submission.

Authorization Process for the Development and Structure of a Voting Entity:

CoDA's By-Laws (Article IV Section 2) states that the Issues Mediation Committee will handle requests for CoDA to recognize Voting Entities through the group conscience process and service boards. In fulfilling this responsibility, the

# CoDA Service Items

IMC has created a set of suggested guidelines for the development and structure of Intergroups and Voting Entities. (put link here if possible). A Voting Entity Liaison (VEL) is elected by the Issues Mediation Committee to focus on this responsibility. The awarding of all Travel Reimbursement Opportunities (TROs) to eligible Voting Entities Delegates will be the responsibility of the Issues Mediations Committee. For further information contact the Voting Entity Liaison at [imcvel@codas.org](mailto:imcvel@codas.org) or contact IMC at [imc@codas.org](mailto:imc@codas.org).

Replace With:

Issues Mediation Committee (IMC)

The Service Conference elects members of the Issues Mediation Committee (IMC) according to guidelines established by the Conference. To be eligible to serve on the IMC, a candidate shall be a current or past Voting Entity Delegate or Alternate,

- New applicants shall be present at CSC to be elected.
- A Current IMC member may be re-elected even if they are not attending the Conference by expressing an interest to continue service by written communication to the Conference, submitted by another IMC member and/or other trusted servant.
- In between CSC, if it becomes necessary to increase IMC members due to resignations, leave of absence, Last Revised: July/2017 death or any other reason deemed necessary by IMC, IMC will present vetted nominee(s) to the board for approval of additional IMC members through the board motion process.

All eligible members should either have an in-depth knowledge of, or share a strong willingness to learn, CoDA's FSM, Principles, Traditions, Guidelines and Bylaws.

IMC Mission:

The Issues Mediation Committee facilitates dispute mediation for Voting Entities, Intergroups, and other CoDA entities as needed. Decisions at all levels of CoDA are made with the guidance of our Higher Power as expressed through the group conscience. As stated in Tradition One: "Our common welfare should come first. Personal recovery depends upon CoDA Unity." and Tradition Two: "For our group purpose there is but one ultimate authority—a loving Higher Power as expressed to our group conscience. Our leaders are but trusted servants; they do not govern." Thus as with all our recovery, group conscience is about putting aside the "self" and looking to Higher Power for guidance. In addition, the Issues Mediation Committee:

- Through the group conscience process, will handle requests to recognize Voting Entity delegate's election process.
- Handles requests from Voting Entities to divide into two or more entities.
- Tracks and reports the status of Voting Entity issues.
- Processes and qualifies Travel Reimbursement Opportunity (TRO) VE applicants.
- Informs and awards Travel Reimbursement Opportunity (TRO) for incoming eligible Voting Entity delegates.

We also have the additional sections to guide us in the mediation process. (Please see Part 1 of the FSM, CoDA Structure and General Information Summary "The Twelve Service Concepts" and "The Disagreement, Mediation and Resolution in our Group Conscience Process".

Mediation Procedures:

- Since CoDA operates as an inverted pyramid in its structure, the IMC should only be consulted after an attempt has been made to resolve the issue on a one-to-one level; through a group conscience at the local, home-group level; Intergroup; and VE levels (refer to "The Disagreement, Mediation and Resolution Process" within the "Group Conscious Process" in Part 1 of the FSM, CoDA Structure and General Information.
- If a conflict arises at the CoDA World Fellowship level, it is essential that all disputing parties follow "The Disagreement, Mediation and Resolution Process." Once the dispute reaches the IMC level: A Committee member or a Board member may submit their request for assistance to the IMC to mediate the conflict within a Committee or within the Board if irresolvable, or The Board and/or trusted Servant, and/or Committee may submit their request for assistance to the IMC to mediate the conflict if they cannot resolve the conflict between each other, the Committee chair or Board liaison may submit a request to the IMC for assistance in resolution of the conflict if conflict arises between a Board Liaison and a committee, The IMC may give advice to the CoDA Board for conflict resolution if a Board Liaison and a Committee cannot successfully resolve their conflict. This is recommended because the IMC represents an impartial perspective on the conflict, and may provide the Board with a clear understanding of the issues involved. If a new Board Liaison is necessary, a mutually agreed upon liaison should be chosen. This change will be reported in the subsequent Quarterly Service Report,
- If any conflict remains, the IMC may consider other options as outlined in the "Disagreement, Mediation and Resolution Process" in the FSM. This may include bringing a dispute to either the Board or CSC when irresolvable; advising the Board or CSC of dispute issues and IMC's recommendations, etc.

Voting Entity Division Process:

The By-Laws (Section 2) authorizes a VE to sub-divide; explains the logic and assigns IMC to oversee and approve the division. It also gives some guidance for the VE and IMC. After the division, both VEs will have two delegates.

The Process of Dividing a VE may arise for any of many reasons.

The IMC recommends the following issues and process be considered.

1. Make sure a division will solve some problem or issue with representation of the membership.
2. Consider geographical boundaries.
3. Consider division by Language.
4. Consider city, county, parish, and state boundaries.
5. The division should be agreed upon by both new VE's.
6. All meetings from the current VE should be included in one of the new VE's.

# CoDA Service Items

Please contact the IMC @ [imc@coda.org](mailto:imc@coda.org) for an application, VE division requirements and deadline for submission.

Authorization Process for the Development and Structure of a Voting Entity:

CoDA's By-Laws (Article IV Section 2) states that the Issues Mediation Committee will handle requests for CoDA to recognize Voting Entities through the group conscience process and service boards. In fulfilling this responsibility, the IMC has created a set of suggested guidelines for the development and structure of Intergroups and Voting Entities. A Voting Entity Liaison (VEL) is elected by the Issues Mediation Committee to focus on this responsibility. The awarding of all Travel Reimbursement Opportunities (TROs) to eligible Voting Entities Delegates will be the responsibility of the Issues Mediations Committee. For further information contact the Voting Entity Liaison at [imcvel@coda.org](mailto:imcvel@coda.org) or contact IMC at [imc@coda.org](mailto:imc@coda.org).

**Intent:**

To improve the information in the FSM related to the Issues Mediation Committee.

**Remarks:**

When the FSM was restructured last year Part 1 became summary level information related to CoDA structure and other things that would be of Last Revised: July/2017 interest to the average member of the CoDA fellowship. Further details related to those items plus other things that did not fit into any of the other parts were included in Part 5. This is why there is a very short description for each committee in Part 1 and more details for most committees in Part 5.

PROS - NONE

CONS - NONE

CRAFTING - YES - NONE

VOTE - 37 in favor; 0 against; 0 abstentions. Motion passed unanimously.

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**Motion Key:** 4888                      **Number:** 17005                      **Item Type:** MOTION                      **Date:** 10/10/2017

**Vote:** TABLED

**Committee:** Outreach

**Member Names:**

**Subject:** Approve 2 brochures as a package

**Description:**

Approve the following brochures as a package  
1. "Information for Professionals" (pdf attached)  
2. "Your First Meeting" (pdf attached)

OLD BUSINESS - send the motion back for revision and come back in old business at CSC.

**Intent:**

To Create a package that can be given to professionals that will introduce Co-Dependents Anonymous to them and their clients. This may also be used for outreach of all kinds.

For use as a service piece, i.e. a piece available for downloading from the [www.coda.org](http://www.coda.org) website

**Remarks:**

Pros - 1) to have another option to help people and professionals 2) great piece especially for first timers at a meeting 3) This is great to have something that talks about first meeting.

Cons - 1) issue that people will look at this and not go to a meeting. 2) would prefer to see this go through the process to make it look like other CoDA literature. 3) inside it talks about meeting record book passed around, not everyone does.

Crafting - YES discussed crafting to the actual pamphlet

Vote: TABLED

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**Motion Key:** 4889                      **Number:** 17009                      **Item Type:** MOTION                      **Date:** 10/11/2017

**Vote:** 2/3 Vote

**Committee:** Co-NNections

**Member Names:** Don

**Subject:** Replace existing descriptions of the Co-NNections Committee in parts 1 and 5 of the Fellowship Service Manual

**Description:**

Replace existing descriptions of the Co-NNections Committee in parts 1 and 5 of the Fellowship Service Manual with the following text:

The Co-NNections Committee publishes Fellowship recovery stories. The committee's belief is that publishing the submissions shared by CoDA members will enhance the recovery of contributors and viewers alike. The Co-

# CoDA Service Items

NNections Committee's goal is to provide a weekly Reading and an on-line Meeting in Print for CoDA members to share their thoughts about their recovery journey. Committee members do this by publishing Co-NNections®, collection of original writing, graphic art, audio and video based submissions sent in by members of the CoDA Fellowship.

**Intent:**

Accurately describe the function and purpose of the Co-NNections Committee in Sections 1 and 5 of the Fellowship Service Manual:

**Remarks:**

The current description of Co-NNections in section 1 and 5 of the Fellowship Service Manual is out of date and inconsistent with the Co-NNections Committee's Policies and Procedures Manual as well as the published description of this committee that can be found on the Co-NNections page at coda.org.

PROS - 1) Good description of what this committee does.  
CONS - none  
Crafting - YES  
VOTE - 36 in favor, 0 against, 1 abstention

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**Motion Key:** 4890                      **Number:** 17017                      **Item Type:** MOTION                      **Date:** 10/12/2017  
**Vote:** UNANIMOUS  
**Committee:** Translation Management                      **Member Names:** Crystal  
**Subject:** Make changes to Part 5 of the Fellowship Service Manual in the CoDA Standing Committees sections

**Description:**

Translation Management Committee (TMC)  
Replace under Function:  
The Translation Management Committee designs and manages the process by which CoDA Conference Endorsed Literature is translated  
The Translation Management Committee communicates with CoDA entities who want to carry the message worldwide using CoDA Conference Endorsed Literature  
With:  
The Translation Management Committee in conjunction with the CoDA Board of Trustees designs and manages the process by which CoDA Conference Endorsed Literature is translated  
The Translation Management Committee communicates with CoDA entities and /or individuals who want to carry the message worldwide using CoDA Conference Endorsed Literature

**Intent:**

To improve the information in the FSM related to the Translation Management Committee

**Remarks:**

When the FSM was restructured last year Part 1 became summary level information related to CoDA structure and other things that would be of interest to the average member of the CoDA fellowship. Further details related to those items plus other things that did not fit into any of the other parts were included in Part 5. This is why there is a very short description for each committee in Part 1 and more details for most committees in Part 5.

PROS - NONE  
CONS- NONE  
CRAFTING - YES - NONE  
VOTE - 36 in favor; 0 against; 0 abstentions Approved unanimously

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**Motion Key:** 4891                      **Number:** 17018                      **Item Type:** MOTION                      **Date:** 10/12/2017  
**Vote:** WITHDRAWN  
**Committee:** Literature                      **Member Names:** Alyse  
**Subject:** Whenever a service item is endorsed by the CSC, that the SS Committee incorporates that item into the FSM and replaces the earlier version.

**Description:**

We move that whenever a service item (new or revised) is endorsed by CoDA Service Conference, that the Service Structure Committee is directed to incorporate any new or revised service piece into the appropriate section of the FSM, replacing the earlier version.

**Intent:**

# CoDA Service Items

To improve the information in the FSM related to the Translation Management Committee

## Remarks:

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**Motion Key:** 4892                      **Number:** 17019                      **Item Type:** MOTION                      **Date:** 10/12/2017

**Vote:** UNANIMOUS

**Committee:** Literature

**Member Names:** Alyse

**Subject:** Amendment to the CoDA Literature Committee description in the Fellowship Service Manual, Part 5, Section 3

## Description:

We move that the CoDA Literature Committee description in the Fellowship Service Manual, Part 5, Section 3, be amended so that the first paragraph reads:

The CoDA Literature Committee's (CLC) function is to create and facilitate the development of new literature and service items written by and for the Fellowship of Co-Dependents Anonymous. CLC updates and edits existing pieces as endorsed by CSC. CLC also proofreads items before CoRe publishes or reprints them. The CLC encourages members and groups to contribute ideas and written material for consideration.

This proposed text above replaces the current first sentence, which currently reads:

The CoDA Literature Committee's function is to encourage and facilitate the creation of new literature written by and for the Fellowship of Co-Dependents Anonymous.

The rest of the committee description remains unchanged.

## Intent:

To update the CLC committee description, to show that we edit and proofread, as well as write, service items and literature

## Remarks:

PROS - NONE

CONS - NONE

CRAFTING - YES

VOTE - 35 in favor, 0 against, 0 abstention. Motion passes unanimously.

---

**Motion Key:** 4893                      **Number:** 17020                      **Item Type:** MOTION                      **Date:** 10/12/2017

**Vote:** UNANIMOUS

**Committee:** Events

**Member Names:** Yvonne

**Subject:** Change the current CoDA Events Committee description(s) in Fellowship Service manual Part 1, Section 02 pg 13 and Part 5, Section 03, page 7.

## Description:

Change the current CoDA Events Committee description(s) in Fellowship Service manual Part 1, Section 02 pg 13 and Part 5, Section 03, page 7.  
FSM Part 1, Section 02, Page 13

### CURRENT DESCRIPTION

CoDA Events Committee (CEC)

The CEC accepts and reviews all bids for the upcoming International CoDA Convention (ICC). Bids may be submitted 2 years prior to scheduled ICC and no later than 9 months prior to ICC. Present to the Fellowship at the CoDA Service Conference and International CoDA Convention: the dates, location and proposed budget for following Events.

### NEW DESCRIPTION

CoDA Events Committee (CEC)

CoDA Events Committee has a variety of duties revolving around the organization and management of the annual CoDA Service Conference (business meeting) and International CoDA Convention (workshops and speaker meetings), also known as the CSC and ICC. These duties include recommending and securing the date, location and hotel in conjunction with the CoDA Board. The CoDA Service Conference (CSC) and International CoDA Convention (ICC) will be announced two years in advance.  
Part 5, Section 03, page 7

### CURRENT DESCRIPTION

CoDA Events Committee (CEC)

Accept and review all bids for the upcoming International CoDA Convention (ICC). Bids may be submitted 2 years

# CoDA Service Items

prior to scheduled ICC and no later than 9 months prior to ICC. Present to the Fellowship at the CoDA Service Conference and International CoDA Convention: the dates, location and proposed budget for following Events.”

## NEW DESCRIPTION

CoDA Events Committee (CEC)

Committee History

Motion 9046 was brought and passed by the Fellowship to merge the “CSC” - CoDA Service Conference (business meeting) and the “convention” (workshops & speaker meetings), beginning in 2010. This would benefit the CoDA Fellowship by: 1) exposing the Fellowship to CoDA World Service and opportunities to do service work beyond their local communities, 2) giving CoDA Delegates, Board Members, and Committee Members the ability to attend both events during the same week; saving time and expense, and 3) allowing CoDA to consistently bring workshops and speaker meetings to a new CoDA community each year; helping those who are still suffering from co-dependence. To find out how to participate, please contact [events@codaa.org](mailto:events@codaa.org).

Committee Responsibilities

CoDA Events Committee has a variety of duties revolving around the organization and management of the annual CoDA Service Conference (business meeting) and the International CoDA Convention (workshops and speaker meetings), also known as the CSC and ICC, respectfully. In conjunction with the CoDA Board, CoDA Events Committee recommends the date, location, and hotel. The CoDA Service Conference (CSC) and International CoDA Convention (ICC) is announced two years in advance.

Committee Duties

- Send announcements to fellowship communities to create interest in hosting the CoDA Service Conference (CSC) and International CoDA Convention (ICC) in their community.
- Accept and review all host applications. Bids may be submitted 4 years prior to scheduled CSC/ICC and no later than 2 years prior to CSC/ICC.
- Recommend the date, place and hotel in conjunction with the CoDA Board for CSC/ICC. The date and location, avoiding major federal holidays and religious holidays, will be announced two years in advance.
- Organize and manage all activities necessary for successful event, including: secure hotel, secure facilitator, select speakers and workshop facilitators, manage and report registration, create and distribute agenda and program, oversee meeting room setups, oversee food and beverage, address attendees issues and needs, copy and distribute revised motions, reports, budgets and other materials during business meeting, secure taper to record workshops and speakers, secure necessary equipment, review all invoices for accuracy, and facilitate board elections.
- Conduct and report survey findings to improve future events.
- Collaborate with the Hosting CoDA Community.
- Ensure Hosting CoDA Community understands and receives their Travel Reimbursement Opportunity (TRO).
- Maintain CoDA Events Committee Policies and Procedures Manual and other CoDA Events Committee planning guidelines e.g. forms, tools, key documents and procedures to ensure continuity.

## Intent:

Correct and complete the description in FSM for the CoDA Events Committee.

## Remarks:

PROS - NONE

CONS - NONE

CRAFTING - NONE

VOTE - 27 in favor, 0 against, 0 abstention - passed unanimously.

---

**Motion Key:** 4894                      **Number:** 17021                      **Item Type:** MOTION                      **Date:** 10/12/2017

**Vote:** 2/3 Vote

**Committee:** Events

**Member Names:** Yvonne

**Subject:** Change the current FSM “Procedures for Submit CSC Items in Part 4, Section page 10 of the Fellowship Service manual.

## Description:

Change the current FSM “Procedures for Submit CSC Items in Part 4, Section page 10 of the Fellowship Service manual.

FSM Part 4 pg 10. Title: Procedures for Submitting CSC Items:

Bullet #1 Currently Reads:

All Motions will be submitted to the Events committee and to the Webmaster in electronic form no later than 60 days before the start of conference.

--Request change

All Motions will be emailed to [submitcsc@codaa.org](mailto:submitcsc@codaa.org) no later than 75 days before the start of conference with revisions allowed for up to 60 days before the start of conference.

Bullet #3 Currently Reads:

All Reports, Goals, and Budgets will be submitted to the Events committee and to the Webmaster in electronic form no later than 30 days before the start of conference. Budgets will also be submitted to the Finance Committee at the same time.

# CoDA Service Items

## -Requested change

All reports, goals and budgets must be emailed 30 days before the start of the conference. All reports and goals will be emailed to submitcsc@coda.org. All budgets will be emailed to budget@coda.org no later than 30 days before the start of conference.

## Bullet #7 currently reads

The delegate package will be available on the website and notification of availability (via email blast) distributed no later than 50 days prior to the start of the CSC. If paper copies are required for people without internet availability, they must be mailed no later than 50 days prior to the start of conference.

## --Request change

The bylaw motions, motions, and Voting Entity Issues will be posted on coda.org website and email notification of availability will occur no later than 75 days prior to the start of the CSC. It is the responsibility of the delegate(s) to track and obtain all changes which are posted on the delegate webpage. Hard copy of the delegate packages will not be available at the CSC.

All reports and goals will be email to submitcsc@coda.org and all budgets will be emailed to budget@coda.org no later than 30 days before the start of conference.

### Intent:

Update procedure to reflect how it is currently being done.

### Remarks:

PROS - 1) For this since it helps to refine the process and can change a few things in crafting to make it a better motion. 2) in favor as a previous delegate. The sooner it gets out the better for delegates to look over. Could create the Fellowship forum in that 15 days in between. The Deadline helps delegates not to have any changes that they are confused with when they get to CSC. 3) For the motion so it would match what is in the FSM for a time for revision. Can give feedback with Fellowship Forum.

CONS - 1) Feel this is a good idea to move to 75 days, but on the 60th day no further changes. Think that is a mistake. We did the Fellowship Forum and gave us time to talk about the motions and make changes. 2) Against way it is written, and would like to see crafting. Passed a VE motion for 60 days, maybe thought out a little more. 3) Feels the revisions and crafting has to be provided for as extensively as possible.

CRAFTING - YES; did not change - voted on as submitted

VOTE - 25 in favor, 8 opposed, 2 abstention - Motion passed 2/3

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**Motion Key:** 4895                      **Number:** 17022                      **Item Type:** MOTION                      **Date:** 10/10/2017

**Vote:** UNANIMOUS

**Committee:** Voting Entities

**Member Names:** Mike

**Subject:** The annual ICC/CSC flyer be published on the website in English and Spanish.

### Description:

We move that the annual CSC/ICC flyer and online registration be published on the website bilingually in English and Spanish, using the phrase "English speaking conference" if needed.

THIS WAS A VEI (FROM ARIZONA) THAT THE BOARD RECOMMENDED THAT THIS GO TO THE FLOOR AT CSC IN NEW BUSINESS AS A MOTION.

### Intent:

To foster inclusivity

### Remarks:

Discussed how to make this happen - problems with translation, artwork, on the website, etc. Events is open to doing this, but need to make sure Spanish understands that the convention sessions are not in Spanish. Richard offered to help do a vectored logo in Spanish.

PROS - 1) We are an inclusive program and would like to see in other languages, next year for sure; 2) For this because we are an international program and this recognizes that. 3) Share that it was difficult for a Spanish speaker trying to encourage people to come without a translation, people finding it difficult to understand that there was a convention and that it was international. Important we have the announcement in English and Spanish.

CONS - 1) Concern that the onus of responsibility should be on the area that has the need and not at the national level. 2) Application in English? at what point do you stop translating, or have everything translated?

CRAFTING - YES - done

VOTE - 36 in favor; 0 against; 0 abstention - Passed unanimously

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**Motion Key:** 4896                      **Number:** 17023                      **Item Type:** VEI                      **Date:** 10/10/2017

**Vote:**

**Committee:** Voting Entities

**Member Names:**



# CoDA Service Items

**Subject:** Confusion concerning "Peeling the Onion" booklet

**Description:**

Background (How did this issue arise?): Many members have picked up the "Peeling the Onion" booklet and been confused by the title and content.

Issue: The title "Peeling the Onion" can mean many different things, but the booklet seems to focus a lot on sex and romantic relationship issues, rather than on all relationships.

BOARD ASSIGNED TO THE LITERATURE COMMITTEE

**Intent:**

Add the subtitle "Codependents Look at Love, Sex and Relationship Addiction and Avoidance" on the cover.

**Remarks:**

**Motion Key:** 4897

**Number:** 17024

**Item Type:** VEI

**Date:** 10/10/2017

**Vote:**

**Committee:** Voting Entities

**Member Names:**

**Subject:** Change both versions of the Welcome

**Description:**

That in both versions of the Welcome the words "and/or other" be inserted between the word "family" and the word "system."

That this change be implemented immediately in all versions of the Welcome on the web and be inserted into printed versions as they are reprinted.

That the present version of the long form of the Welcome continue to fulfill the requirement of being read at every meeting until meetings are able to make the change in their meeting documents.

BOARD ASSIGNED THIS TO THE LITERATURE COMMITTEE

**Intent:**

Some of us who feel a need for CoDA may not come from families that are particularly dysfunctional, but we have been exposed to other dysfunctional systems that have contributed to our codependency. These may include sexism, racism, consumerism, cut-throat competition, and religious organizations and schools, among others.

The family may or may not also be a significant contributor. Indeed, for some, the family is a refuge from that dysfunction, so that suggesting that codependency is rooted only in the family may hinder recovery.

To make CoDA more welcoming to codependents who have experienced their families as refuges from societal dysfunctions such as racism, class discrimination, gender stratification or bullying.

To offer a basis for forgiveness and understanding of families whose dysfunction arises from societal influences. This is important for recovery for many.

**Remarks:**

Here are responses to some objections to the motion:

All dysfunction comes from the family. Even if that statement were universally true, it leaves open the possibility of the family itself being influenced by the larger society, which surely happens for some families at least. As codependence underlies so much addictive and compulsive behavior, so also can a society infect families with stress and dysfunction.

Adding the words would let the family off the hook. This objection was raised by one meeting in the process of voting at the intergroup level on the original proposal. This first proposal called for the insertion of simply "or other" between "family" and "system." In an effort to accommodate that objection the present proposal was crafted.

The Welcome is a most basic document. We should not even consider changing it. This surely is a serious objection. Here are some responses.

CoDA and all our documents constitute a living program meant to evolve in service to suffering codependents as their needs evolve and as we advance in our understanding of our program through the guidance of our Higher Power. Change has been written into the very structure of CoDA through the establishment of the Service Structure Committee (SSC) charged with considering and presenting to Conference possible changes to foundation documents.

# CoDA Service Items

The motion was presented at CSC 2016 and voted down after very little discussion. The PA meetings, having themselves come to support the motion only after considerable discussion, instructed their delegate to present the motion again at CSC 2017 with the hope for more extensive discussion. This is the result of that mandate.

CoDA Colombia recently decided at their national assembly to join in this re-presentation of the motion.

CoDA is an inverted pyramid with individual meetings, guided by a Higher Power, at the top. All other levels down to World Service committees exist to provide service to those meetings. Therefore, even foundational documents such as the Welcome are subject to Group Conscience from that top level of individual meetings. That Group Conscience is being implemented by first one, now two, Voting Entities, and presented for approval by the whole Fellowship at the CoDA Service Conference.

For clarification, here is the Welcome with the change proposed shown in italics and underlined.

Short Form used in some CoDA publications:

Codependence is a deeply-rooted, compulsive behavior. It is born out of our sometimes moderately, sometimes extremely dysfunctional family and/or other systems. We attempted to use others as our sole source of identity, value, well being, and as a way of trying to restore our emotional losses. Our histories may include other powerful addictions which we have used to cope with our codependency.

Long Form used in other publications and required at all meetings:

Most of us have been searching for ways to overcome the dilemmas of the conflicts in our relationships and our childhoods. Many of us were raised in families where addictions existed - some of us were not. In either case, we have found in each of our lives that codependence is a most deeply rooted compulsive behavior and that it is born out of our sometimes moderately, sometimes extremely dysfunctional family and/or other systems. We have each experienced in our own ways the painful trauma of the emptiness of our childhood and relationships throughout our lives.

---

**Motion Key:** 4898                      **Number:** 17025                      **Item Type:** VEI                      **Date:** 10/10/2017

**Vote:**

**Committee:** Voting Entities

**Member Names:**

**Subject:** Explication of the "discussion" in the minutes emailed on December 23, 2016 as highlighted on page 9 and 16.

**Description:**

We are requesting explication of the "discussion" in the minutes emailed on December 23, 2016 as highlighted on page 9 and 16.

The sections for reference:

- 1) Under heading October 17, 2016 - Executive Session - 11:18am, it reads: After discussion, MOTION WITHDRAWN.
- 2) Under heading October 20, 2016 – New Board Meeting – 6pm- AGENDA - Section 4 - Events Issue, it reads: Chris seconded. Discussion. Concerned about whether this sets a precedent. Motion withdrawn.

Rationale: The board minutes that were published and emailed included verbiage that does not clarify what happened during the board meeting discussion. It is not clear as to why the motion was not presented at CSC concerning a commemorative coin. Would like clarification regarding the decision-making process as to why the motion was not brought up for a vote.

Conclusion:

-The SoCal CoDA Board voted in favor of the voting entity issue concern regarding the transparency of the decision made by the CoDA World Board to not let the fellowship (delegates) use the group conscience process. Our questions are made in the spirit of Traditions 2 and 9 with leaders being trusted servants, they do not govern and committees are directly responsible to those they serve. The SoCal assembly also recently ratified the motion mentioning Concept 12, specifically "Every member has the right to know what is happening within our organization". We, as the Voting Entity, would like more transparency concerning the decision that was made to not make the commemorative coin available to CSC/ICC.

-The issue was significant enough to be presented on multiple occasions; at least five times between October 15th and 21st. At the initial meeting on the 15th, the Legal Group recommendations state the Attorney suggested that it be presented at CSC with a ratified permission letter and any questions regarding legalities were also addressed.

-We request explication on the first motion that was for an agreement to distribute with conditions, it was seconded, followed by "discussion", followed by "Motion withdrawn", and then a motion to hand over ownership. Why the change? What happened?

-For the second, the minutes read favorably...IMC is involved and there's a motion for future consideration, the motion was seconded, then "discussion", followed by "Concerned about whether this sets a precedent", and followed by "Motion withdrawn." The SoCal CoDA Voting Entity requests clarification on the discussion that led to the motion being withdrawn.

# CoDA Service Items

Thank you for the opportunity to honor our FSM (Part 4) and share our voice as equal members of CoDA.

In the Spirit of Loving Service and Carrying the Message,  
SoCal CoDA Regional Committee of Co-Dependents Anonymous  
Athena A., SoCal Delegate  
Darlene H., SoCal Delegate  
Kirsten S., Alternate SoCal Delegate

ASSIGNED TO THE BOARD OF TRUSTEES

**Intent:**

**Remarks:**

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**Motion Key:** 4899                      **Number:** 17026                      **Item Type:** MOTION                      **Date:** 10/10/2017

**Vote:** 2/3 Vote

**Committee:** Voting Entities

**Member Names:** Crystal

**Subject:** ADD TO THE FSM PART L TO THE SECTION  
ON VOTING ENTITIES

**Description:**

ADD TO THE FSM PART L TO THE SECTION ON VOTING ENTITIES

"That no State, Country, or Voting Entity be considered to have surrendered their rights to Representation and Voting at the CoDA, Inc. Service Conference (in spite of any affiliation) without having surrendered those rights in writing to CoDA, Inc."

THIS WAS A VEI (FROM MASSACHUSETTS) THAT THE BOARD RECOMMENDED THAT THIS GO TO THE FLOOR AT CSC IN NEW BUSINESS AS A MOTION.

**Intent:**

To clarify that a "perception" of and/or affiliation with other states, countries, or voting entities is not enough to deny a state, country, or voting entity its right to representation at CSC

**Remarks:**

This motion was presented as a VEI for consideration at the 2016 CSC. Since it has not been acted upon we are now submitting it as a motion per the VEI process.

Remarks from 2016 submission:

I received the following email following discussion about whether Connecticut could send 2 delegates to CSC if Massachusetts was being represented at CSC.

"I spoke to.... from IMC about New England as a voting entity. ...explained that historically, New England has been the unofficial voting entity that included the six states. However, technically, each state can have two delegates but none of those states have officially said they are part of their own voting entity. It would have to be discussed."

Many times in the past New England has sent 3 or more delegates (never more than 2 from a state) to CSC. New England has never considered itself a voting entity "unofficially" or otherwise and has always elected delegates by state not region.

INFORMATION - Crystal clarified the process.

PROS - 1) Agree to have this for clarification; 2) This clarifies for other countries and states as well; 3) feels that the FSM wasn't completely clear and this clarifies the issue.

CONS - 1) Feel that it is implied in the FSM so don't need this; 2) don't fully understand the way it is phrased about losing voting rights

CRAFTING - NO

VOTE - 28 in favor, 2 against, 5 abstentions Motion Carries

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**Motion Key:** 4900                      **Number:** 17027                      **Item Type:** MOTION                      **Date:** 10/10/2017

**Vote:** 2/3 Vote

**Committee:** Voting Entities

**Member Names:** Ashley

# CoDA Service Items

**Subject:** Colorado CoDA Prayer be renamed to the "CoDA Recovery Prayer" and become Conference approved.

**Description:**

1a) We move that the Colorado CoDA Prayer be renamed to the "CoDA Recovery Prayer" and become Conference approved.

CoDA RECOVERY PRAYER:  
God help me to:  
Accept other people as they are,  
Recognize my own feelings,  
Meet my own needs, and  
Love myself just as I am.

1b) Upon approval, this will be added to the Meeting Handbook under the subheading:

"Another prayer commonly used at CoDA meetings is the Serenity Prayer, as follows: Last Revised: July/2017  
Changing the sub-heading from that above to: "Other commonly used prayers in CoDA are The Serenity Prayer and The CoDA Recovery Prayer:"

THIS WAS A VEI (FROM COLORADO) THAT THE BOARD RECOMMENDED THAT THIS GO TO THE FLOOR AT CSC IN NEW BUSINESS AS A MOTION.

**Intent:**

To share Colorado CoDA's prayer with the rest of Co-Dependents Anonymous around the world that is all encompassing and enhances our recovery.

**Remarks:**

This prayer has been recited at CoDA meetings in Colorado for over 25 years. As discussed at the 2016 CSC that this prayer be edited from 'helps' to 'help,' our Colorado CoDA has GC'd this and is now reflected in the revised prayer. Our VE GC decided to continue the use of 'God' rather than replacing it with 'Higher Power' in keeping with other commonly used CoDA meeting prayers.

---

**Motion Key:** 4901                      **Number:** 17028                      **Item Type:** VEI                      **Date:** 10/10/2017

**Vote:**

**Committee:** Voting Entities

**Member Names:**

**Subject:** Add a new "Pattern and Characteristic" under 'Low Self-esteem Patterns'

**Description:**

We move that:

1a) Add a new "Pattern and Characteristic" under 'Low Self-esteem Patterns': "Codependents often guess at what normal is."

1b) Upon approval, this will be added to all the "Patterns and Characteristics" under subheading of 'Low Self-esteem Patterns'.

BOARD ASSIGNED THIS TO THE LITERATURE COMMITTEE

**Intent:**

To clarify questions new CoDA members frequently ask and express confusion regarding this issue and to be included with all Patterns and Characteristics of Codependents to avoid this confusion.

**Remarks:**

This seems to be a common thing within our fellowship and wanted it to be reflected in CoDA's literature.

---

**Motion Key:** 4907                      **Number:** 17029                      **Item Type:** MOTION                      **Date:** 10/10/2017

**Vote:** WITHDRAWN

**Committee:** Board

**Member Names:** zach@sossolutions.org

**Subject:** CSC and ICC to not overlap

**Description:**

CoDA Service Conference (CSC) and International CoDA Convention (ICC) cannot overlap.

**Intent:**

To allow those attending CSC to be able to attend ICC, and to allow those coming to ICC, if early, to observe CSC.

# CoDA Service Items

**Remarks:**

The overlap of CSC and ICC has created low attendance by delegates to the last half day of CSC and prevents those attending CSC for the last half day to get full participation at ICC.

---

**Motion Key:** 4908                      **Number:** 17100                      **Item Type:** ACTION                      **Date:** 10/10/2017

**Vote:**

**Committee:**

**Member Names:**

**Subject:** 2017 CSC Day One Start and End

**Description:**

2017 CSC started at 9am on Tuesday, October 10, 2017 with 36 delegates and 24 is a quorum. CSC Day One.  
CSC adjourned at 4:49pm.

**Intent:**

**Remarks:**

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**Motion Key:** 4909                      **Number:** 17101                      **Item Type:** MOTION                      **Date:** 10/10/2017

**Vote:** 2/3 Vote

**Committee:**

**Member Names:** Jen/Athena

**Subject:**

**Description:**

Jen made a motion to accept the agenda as amended. Athena seconded. 35 yeses, 1 abstention. Approved  
Updated agenda will be posted on the website.

**Intent:**

**Remarks:**

---

**Motion Key:** 4910                      **Number:** 17103                      **Item Type:** MOTION                      **Date:** 10/10/2017

**Vote:** 2/3 Vote

**Committee:**

**Member Names:** Jen/Gerry

**Subject:** To give voice to observers and chairs

**Description:**

Jen made a motion to give voice to observers and chairs. Gerry seconded. 33 votes, 1 abstention. Motion passed.

**Intent:**

**Remarks:**

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**Motion Key:** 4912                      **Number:** 17104                      **Item Type:** MOTION                      **Date:** 10/10/2017

**Vote:** UNANIMOUS

**Committee:** Outreach

**Member Names:** Addie/Nancy

**Subject:** Extend Outreach Committee time 15 minutes

**Description:**

Addie made a motion to extend the Outreach Committee report for 15 minutes. Nancy seconded. Approved by voice vote.

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# CoDA Service Items

**Intent:**

**Remarks:**

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**Motion Key:** 4914                      **Number:** 17105                      **Item Type:** MOTION                      **Date:** 10/11/2017

**Vote:** UNANIMOUS

**Committee:**    **Member Names:** Athena/Gerry

**Subject:** Motion to approve 10/10/17 CSC Minutes

**Description:**  
Athena made a motion to approve Day 1 CSC Minutes for 10/10/17. Gerry seconded. Approved by voice vote.

**Intent:**

**Remarks:**

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**Motion Key:** 4915                      **Number:** 17106                      **Item Type:** ACTION                      **Date:** 10/11/2017

**Vote:**

**Committee:**    **Member Names:**

**Subject:** 2017 CSC Day Two Start and End

**Description:**  
2017 CSC started at 9am on Wednesday, October 11, 2017 with 37 delegates and 24 is a quorum. CSC Day Two  
CSC adjourned at 4:31pm by unanimous motion.

**Intent:**

**Remarks:**

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**Motion Key:** 4916                      **Number:** 17107                      **Item Type:** MOTION                      **Date:** 10/11/2017

**Vote:** 2/3 Vote

**Committee:**    **Member Names:** Evie/Crystal

**Subject:** Extend SSC time by 10 minutes

**Description:**  
Evie made a motion to extend the SSC time on the floor by 10 minutes. Crystal seconded.  
26 in favor; 8 against; 2 abstentions.

**Intent:**

**Remarks:**

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**Motion Key:** 4917                      **Number:** 17108                      **Item Type:** MOTION                      **Date:** 10/11/2017

**Vote:** 2/3 Vote

**Committee:**    **Member Names:** Athena/Jen

**Subject:** Extend CSC Business Today until 5:30pm

**Description:**

---

# CoDA Service Items

Athena made a motion to extend business today (Wednesday) until 5:30pm. Jen seconded.  
Voice Vote approved with 1 opposed.

**Intent:**

**Remarks:**

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**Motion Key:** 4918                      **Number:** 17109                      **Item Type:** MOTION                      **Date:** 10/11/2017

**Vote:** UNANIMOUS

**Committee:**

**Member Names:**

**Subject:** Ratify the Board Motions from CSC 2014 to beginning of 2015

**Description:**

Athena made a motion to ratify the CoDA Board motions from July 13, 2014 through July 14, 2015. Mary seconded. Approved by voice vote unanimously.

**Intent:**

**Remarks:**

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**Motion Key:** 4919                      **Number:** 17110                      **Item Type:** MOTION                      **Date:** 10/11/2017

**Vote:** UNANIMOUS

**Committee:**

**Member Names:**

**Subject:**

**Description:**

Salle made a motion to ratify the CoDA Board motions from July 17, 2015 through October 14, 2016. Athena seconded. Approved unanimously by voice vote.

**Intent:**

**Remarks:**

---

**Motion Key:** 4920                      **Number:** 17111                      **Item Type:** MOTION                      **Date:** 10/11/2017

**Vote:** 2/3 Vote

**Committee:**

**Member Names:** Events/Florence

**Subject:** 2017 CSC Board Elections

**Description:**

CODA BOARD NOMINATIONS  
SLATE PRESENTED WAS:(There were 2 nominees)

- 1) Linda A
- 2) Salle H

Vote was taken via paper and counted.  
New Board Members Elected by 2/3 majority:

- 1) Linda A
- 2) Salle H

**Intent:**

**Remarks:**

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# CoDA Service Items

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**Motion Key:** 4921                      **Number:** 17112                      **Item Type:** ACTION                      **Date:** 10/12/2017

**Vote:**

**Committee:**

**Member Names:**

**Subject:** 2017 CSC Day Three Start and End

**Description:**

2017 CSC started at 9:20am on Thursday, October 12, 2017 with 36 delegates and 24 is a quorum. CSC Day Three  
CSC adjourned at 4:28pm

**Intent:**

**Remarks:**

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**Motion Key:** 4922                      **Number:** 17113                      **Item Type:** MOTION                      **Date:** 10/12/2017

**Vote:** UNANIMOUS

**Committee:**

**Member Names:**

**Subject:** Motion to Approve 10/11/17 CSC minutes

**Description:**

Jen made a motion to approve Day 2 CSC Minutes for 10/11/17. Gerry seconded. Approved by voice vote.

**Intent:**

**Remarks:**

---

**Motion Key:** 4923                      **Number:** 17114                      **Item Type:** MOTION                      **Date:** 10/12/2017

**Vote:** UNANIMOUS

**Committee:**

**Member Names:** Florence

**Subject:** IMC Slate of Nominees and Election

**Description:**

Issues Mediation Committee Slate of Nominees:

- 1) Gails S
- 2) Greg B
- 3) Paul N
- 4) Liliana R
- 5) Andrea S
- 6) Marijka L
- 7) Steve S
- 8) Darlene H

Lorraine made a motion to approve the IMC Slate as presented. Chris K Seconded.

VOTE: 30 in favor, 0 against, 0 abstention - Motion passed unanimously.

**Intent:**

**Remarks:**

---

**Motion Key:** 4934                      **Number:** 17115                      **Item Type:** MOTION                      **Date:** 10/12/2017

**Vote:** UNANIMOUS



# CoDA Service Items

**Committee:** Finance **Member Names:** Lou

**Subject:** To accept 2018 Budget

**Description:**

Total Budget Expenses of \$232,243.00  
Total Income of \$224,300.00

Lou made a motion to approve the budget as presented. Addie seconded.

VOTE: 36 in favor, 0 against, 0 abstention - approved unanimously.

**Intent:**

**Remarks:**

---

**Motion Key:** 4935 **Number:** 17119 **Item Type:** MOTION **Date:** 10/12/2017

**Vote:** 2/3 Vote

**Committee:** **Member Names:** Mary

**Subject:** To accept Board Motions

**Description:**

Jen made a motion to approve the board motions from October 22, 2016 through September 1, 2017. Chris K seconded.

Affirmative voice vote with 1 abstention.

**Intent:**

**Remarks:**

---

**Motion Key:** 4936 **Number:** 17120 **Item Type:** ACTION **Date:** 10/12/2017

**Vote:** 2/3 Vote

**Committee:** **Member Names:**

**Subject:** CoRe Board Elections

**Description:**

CORE BOARD NOMINATIONS  
SLATE PRESENTED WAS:

- 1) Barbara D
- 2) Dagmar M

The vote was taken via paper and counted.

FINAL COUNT

- 1) Barbara D
- 2) Dagmar M

**Intent:**

**Remarks:**

---

**Motion Key:** 4937 **Number:** 17121 **Item Type:** MOTION **Date:** 10/13/2017

**Vote:** UNANIMOUS

**Committee:** **Member Names:**

**Subject:** Revised Agenda

**Description:**

# CoDA Service Items

Jen made a motion to approve the revised agenda for the last day of CSC - October 13th. Lorraine seconded. Voice Vote unanimous

**Intent:**

**Remarks:**

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**Motion Key:** 4938                      **Number:** 17122                      **Item Type:** MOTION                      **Date:** 10/13/2017

**Vote:** 2/3 Vote

**Committee:**    **Member Names:** Salle/Jen

**Subject:** 2017 CSC Day Three Motions

**Description:**  
Salle made a motion to accept the October 12th CSC Day Three minutes as amended. Jen seconded. Voice Vote with 1 abstention

**Intent:**

**Remarks:**

---

**Motion Key:** 4939                      **Number:** 17123                      **Item Type:** ACTION                      **Date:** 10/13/2017

**Vote:**

**Committee:**    **Member Names:**

**Subject:** 2017 CSC Day Four Start and End

**Description:**  
2017 CSC started at 9am on Friday, October 13, 2017 with 37 delegates and 24 is a quorum. CSC Day Four

**Intent:**

**Remarks:**

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**Motion Key:** 4940                      **Number:** 17005-REV                      **Item Type:** MOTION                      **Date:** 10/13/2017

**Vote:** 2/3 Vote

**Committee:** Outreach Committee                      **Member Names:** Sharon

**Subject:** Outreach Revised motion

**Description:**  
Approve the following brochures as a package  
1. "Information for Professionals" (pdf attached)  
2. "Your First Meeting" (pdf attached)  
  
Revise the brochures with the following edits:  
  
Professional Brochure fold #2  
Original: "persons with codependent characteristics would benefit from peer support"  
New: "persons with codependent characteristics may benefit from peer support"

First Meeting Brochure fold #4  
1. Under "A typical Meeting:  
New bullet:  
· We use first names only.  
2. original: "A meeting record book is passed around"  
New: "In some meetings people may sign in with first names only"

**Intent:**  
Tabled motion from first day, moved to old business.

# CoDA Service Items

**Remarks:**

PROS - 1) believes this is a good literature piece and helpful to responding to newcomers and handing out to professionals; 2) our local meeting had begun to create something similar and saw it in the motions, it was unanimous that everyone loved it and really for this; 3) this is wonderful and the collaboration that went into this - well written.  
CONS - none  
CRAFTING - NO  
VOTE - 36 in favor; 0 against; 1 abstention - motion carries

---

**Motion Key:** 4941                      **Number:** 17031                      **Item Type:** MOTION                      **Date:** 10/13/2017

**Vote:** 2/3 Vote

**Committee:** CoRe Board

**Member Names:** David

**Subject:** To make FSM changes without bringing to CSC

**Description:**

Motion: That all proposed committee and or board changes to their description in the Fellowship Service Manual (FSM) be sent to the board to be reviewed by Service Structure Committee (SSC), the CoDA Board, the delegates and chairs, to ensure they are in accord with the Foundational Documents and the legal and fiduciary responsibility of the CoDA Inc. If SSC and the Board agree the proposed changes meet those criteria, they will automatically be incorporated into the FSM without the necessity of being proposed as motions at CSC. If they do not agree they meet those criteria, the changes will/can be proposed as motions at CSC. All such actions by SSC and the Board be reported at the next CSC.

**Intent:**

To cut down on the number of motions at CSC that are strictly for the purpose of updating/correcting the FSM. We would like to see more time at CSC devoted to the big picture of how CoDA can do more to reach the still suffering codependent.

**Remarks:**

PROS - 1) help with tedious motions, intention to clear conference for ideas that can spread the work and increase recovery; 2) will streamline our processes and take out a lot of unnecessary stuff at CSC and give us more time for ideas in CSC; 3) in favor of this, simplifies.  
CONS - 1) likes that we are able to see what is going on with the committees and their descriptions and like these conversations at CSC; 2) agree with not bringing superfluous motions, but do like to see these motions for collaboration for transparency. Not time for this.  
CRAFTING - YES - done  
VOTE - 28 in favor; 5 against; 4 abstentions - motion carries

---

**Motion Key:** 4942                      **Number:** 17030                      **Item Type:** MOTION                      **Date:** 10/13/2017

**Vote:** 2/3 Vote

**Committee:** Board

**Member Names:** Mary

**Subject:** Motion to approve Canada Relationship Toolkit

**Description:**

Motion:  
The board moves that the piece of literature, the "Twelve-piece relationship toolkit" submitted by Canada, be published as written and be conference endorsed. This is with the understanding that CoDA will receive a full copyright release prior to printing.

**Intent:**

To increase available literature, to honor the agreement when internationals (CoDAWS) became part of the CoDA US saying that literature would be shared between the two entities.

**Remarks:**

We want to honor the hard work that Canada has done, and the great piece of literature they have for sale.

---

**Motion Key:** 4943                      **Number:** 17124                      **Item Type:** MOTION                      **Date:** 10/13/2017

**Vote:** UNANIMOUS

**Committee:**

**Member Names:**

**Subject:** To accept Board Motions

**Description:**

Jen made a motion to ratify the Board minutes from September 2nd through October 8th, 2017. Linda seconded. Unanimous voice vote.

---

# CoDA Service Items

**Intent:**

**Remarks:**

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**Motion Key:** 4944                      **Number:** 17125                      **Item Type:** FYI                      **Date:** 10/13/2017

**Vote:**

**Committee:** Board    **Member Names:** Mary

**Subject:** Board report of Liaison and Officer assignments

**Description:**

2017-2018 BOARD OFFICERS

Chair - Jen L  
Vice Chair - Mary I  
Secretary - Madeline R  
Treasurer - Salle H

20107-2018 BOARD LIAISON POSITIONS

- 1) Communications Committee - Linda A
- 2) Co-NNections Committee - Madeline R
- 3) Events Committee - Salle H
- 4) Finance Committee - Salle H
- 5) Hospitals & Institutions Committee - Linda A
- 6) World Connections Committee - Madeline R
- 7) Issues Mediation Committee - Mary I
- 8) CoDA Literature Committee - Salle H
- 9) Outreach Committee - Mary I
- 10) Service Structure Committee - Jen L
- 11) Spanish Outreach Committee - Madeline R
- 12) Translation Management Committee - Madeline R
- 13) CoRe - Salle H
- 14) Email Coordinator - Mary I
- 15) Admin Coordinator - Jen L
- 16) AMC Liaison - Jen L
- 17) Legal/Legal Workgroup - Mary I
- 18) Web/Web Workgroup - Jen L
- 19) Chairs Forum - Linda A

**Intent:**

**Remarks:**

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**Motion Key:** 4945                      **Number:** 17127                      **Item Type:** MOTION                      **Date:** 10/13/2017

**Vote:** UNANIMOUS

**Committee:**    **Member Names:**

**Subject:** 2017 CSC Complete Motions

**Description:**

Salle made a motion to accept the 2017 CSC motions as amended. Jen seconded. Voice vote unanimously.

**Intent:**

**Remarks:**

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**Motion Key:** 4946                      **Number:** 17128                      **Item Type:** MOTION                      **Date:** 10/13/2017

**Vote:** UNANIMOUS

# CoDA Service Items

**Committee:**

**Member Names:**

**Subject:** Motion to adjourn the 2017 CSC

**Description:**

Jen made a motion to adjourn the 2017 CSC at 12:39pm. Jim seconded. Unanimous voice vote

**Intent:**

**Remarks:**