

Finance Committee Update

2021 Co-Dependent's Service Conference

Finance Committee

The CoDA Finance Committee works with the CoDA Treasurer and Board to provide financial oversight, analysis, and advice to the Fellowship of CoDA with respect to:

- Prudent budgeting and investing
- Financial stability
- Monetary resources of the CoDA Fellowship.

Finance Committee Responsibilities:

1. Calculate and report our prudent reserve to the Fellowship at the annual Service Conference. We may report it at other times of year if needed.
2. Annually review proposed budgets submitted by committees, boards, & Fellowship Services.
 - The committee considers whether or not CoDA's income supports the budget requests and allows for our prudent reserve* while integrating the requests into one overall budget.
 - Provide input to the CSC related to the financial implications of proposals under discussion and suggest options, as prudence requires.
 - The Finance Committee makes the motion to approve the overall budget to voting members at CSC. Apprise the CoDA Board and Fellowship of changing financial circumstances, which might require budgetary adjustments between CoDA Service Conferences.
3. Review expense reports submitted by committee & board members for adherence to CoDA's Expense Reimbursement Policy.
4. Review CoDA's investments for adherence to Conference approved policy.
5. Review the Expense Reimbursement Policies and Procedures and propose amendments when needed.

1. Prudent Reserve Calculation

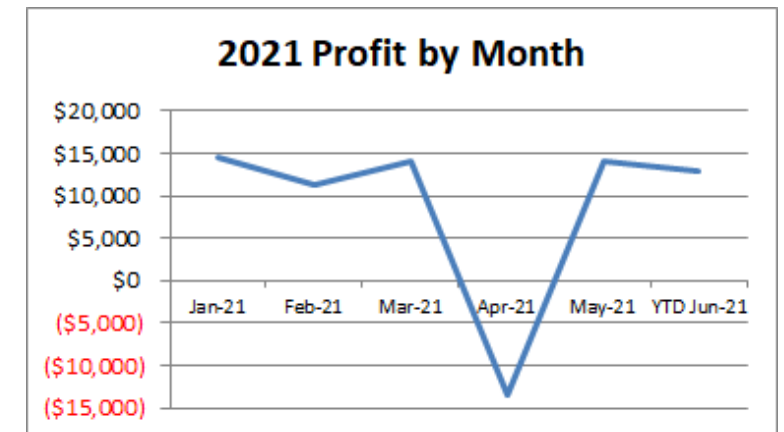
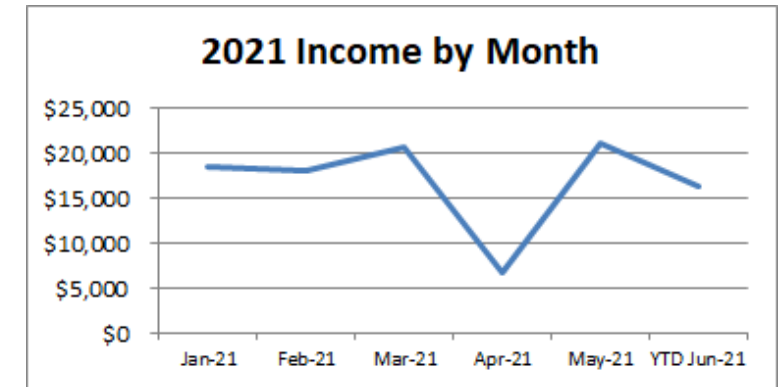
"Prudent reserve equals \$250,000 or equal to half of the total actual operational expenses for the previous two calendar years, whichever is greater."

| | |
|-----------|-------------------|
| \$122,560 | 2020 |
| \$235,831 | 2019 |
| ----- | |
| \$358,391 | combined |
| ÷ 2 | |
| ----- | |
| \$179,196 | half the combined |

\$250,000 is the prudent reserve for 2022

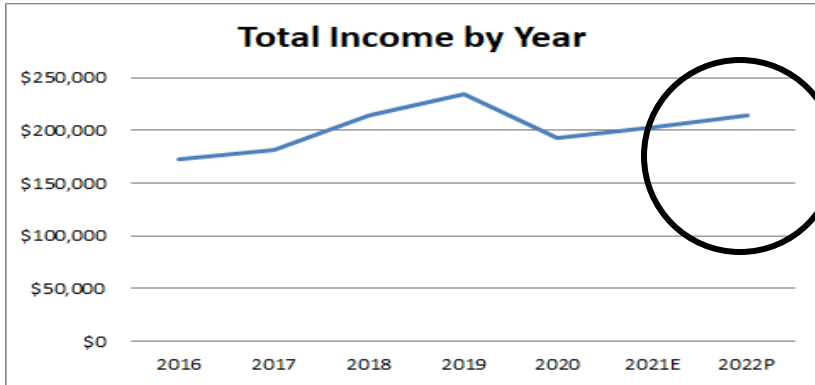
2. Annual Review of Approved 2021 Budget

| Year 2021 | Approved 2021 Budget | Budget YTD | Actual YTD |
|------------------------------------|----------------------|------------|------------|
| Total Income | \$203,692 | \$96,846 | \$101,615 |
| Expenses | | | |
| Outside Services & other expenses | \$122,262 | \$65,965 | \$51,743 |
| Board/Committee Face to Face (F2F) | \$0 | \$0 | \$0 |
| CoDA Service Conference (CSC) | \$52,314 | \$4,300 | -\$1,246 |
| Total Expenses | \$131,112 | \$70,265 | \$52,989 |
| Gain (Loss) | (\$49,682) | \$26,581 | \$48,626 |

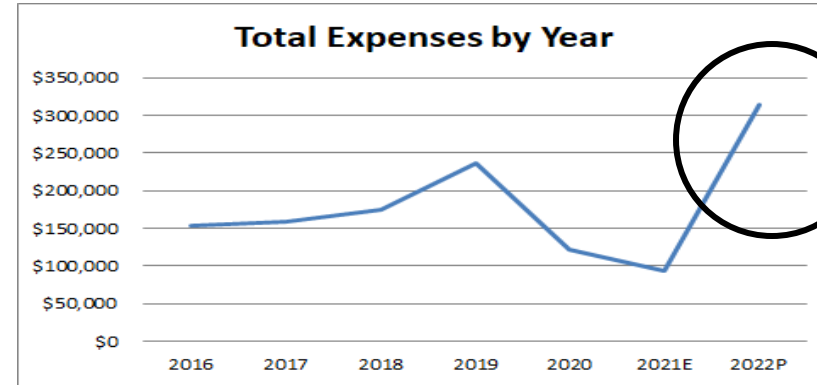


We are spending below our income (4.9% income increase vs 89% expense drop)

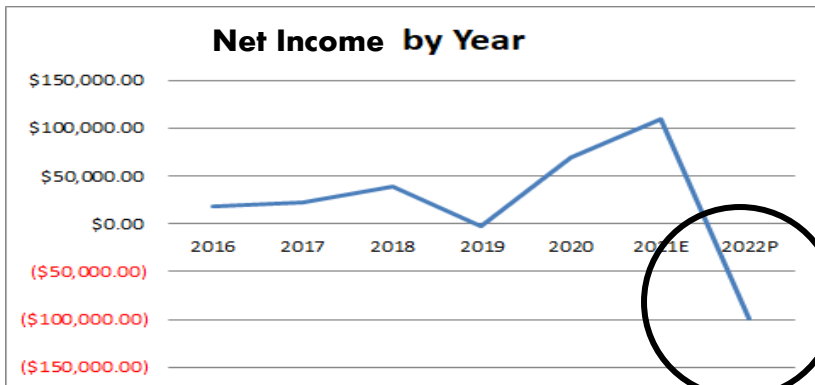
2. Annual Review of Pending 2022 Budget



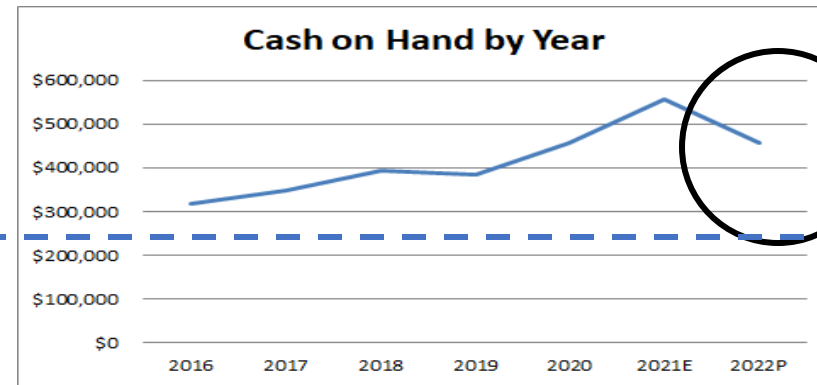
A
Modest
Income
Growth



B
Large
Expense
Growth



C
Large
Net
Income
Loss



D
Absorbed
By Cash
Reserves

Prudent Reserve

Modest Income Growth Less Large Expense Growth = Large Income Loss (to be absorbed by our cash reserves)

3. Review Expense Reports (12 months)

- 0 number of expense reimbursement requests submitted
- 0 requests accepted as is
- 0 requests accepted with modifications
- 0 requests rejected or withdrawn
- 0 waiting for further action
- Average time for reimbursement is 0 days

4. Review CoDA Investments

CoDA funds are currently invested in the following financial instruments as indicated:

1. Money Market Account = \$100,670
2. Certificate of Deposit = \$0
3. USA Treasury Bills or USA Treasury Notes = \$0
4. Savings = \$220,386
5. Checking = \$183,227

YTD we have \$504,283 in savings. YTD interest is \$56 (0.01% APR)

5. Review the Expense Reimbursement Policy

Current

"The goal for the management and investment of CoDA funds is the preservation of capital. Earning interest income is secondary. CoDA funds may be invested in the following financial instruments as indicated:

1. Money Market Account
2. Certificate of Deposit with staggered maturities no longer than 5 years.
3. USA Treasury Bills or USA Treasury Notes with staggered maturities no longer than 5 years
4. No investment in any single account shall exceed the maximum insured limits."

Source: MOTION CSC 05145 8/20/2005

Proposed

The goal for the management and investment of CoDA funds is the preservation of capital and buying power. Earning interest income is secondary. CoDA funds may be invested in the following financial instruments as indicated:

1. 40% of the CSC approved budget shall be held in Savings, Checking or Money Market Accounts (immediately available).
2. 60% of the CSC approved budget shall be held in savings, money market or CDs, Treasury Bills or Treasury Notes with staggered maturities no longer than 5 years.
3. Any additional funds may be held in safer lower risk investments (uninsured instruments such as state or federal bond funds).
4. For insured accounts, no investment in any single institution shall exceed the maximum insured limits.

Annually, the actual allocation will be reviewed and re-balanced to reflect this Policy.

2021 Motion to invest funds *above* the approved budget

2022 Goals

1. Prudent Budgeting & Investing

- a) Facilitate the 2022 Budget assuming 7th Tradition income
- b) Advise CoDA Board to invest \$30K in public information campaign to reach the still suffering (and to increase income).
- c) Advise CoRE Board to create more audio and video for sale (to increase income).
- d) Assist in CoDA Travel Agent rollout for all airfare & hotels

2. Financial Stability

- a) Continue to monitor monthly income and monthly spending for Chairs & Board

3. Monetary Resources

- a) Hire an Outside Investment Professional for investment advice on "buying power preservation"