



CoDA, Inc. Board of Trustees

Saturday, June 1, 2024

Approved Public Board Meeting Minutes

Day/Time: Saturday, 9:00 AM PDT; 11:00 AM CDT; 12:00 PM EDT

Observers Present:

Chairs Forum member in attendance: Rosa S.

Observers: Sam B., Barbara D., Connie, Gail S., Elis M., Doug P., Rosa S., Terry D., Chris J., Anna, Debbie W., Jocelyn K., Danna, Debra D., Lisa, Anna, Laurie M., Brooke; James K., Julie B.

Board Members Present:

Jay G., Katherine T., Chris H., Steve S., Sam I., Tina R., Byrle S., Laurie C.

Board Member(s) Absent:

Paul N.

Quorum:

Met

Minute Taker: Laurie C.

• **Readings:**

- **Serenity Prayer, Step Six, Tradition Six, Promise Six and Service Concept Six**

• **Consent Agenda:**

1. **Motion:** to approve the Board Public Meeting minutes from 2024 May 4
By: Katherine T. **Seconded:** Jay G.
Result: Unanimous at Executive Session 2024 May 4
2. **Motion:** to vote Sam I. in a Board member
Motion by: Katherine **Seconded:** [OBJ] Steve S.
Result: Unanimous at Executive Session 2024 May 4

3. **Motion:** to add board@codas.org to the submitcsc@codas.org alias.
By: Katherine T. **Seconded:** Tina R.
Result: Unanimous during Executive Session 2024 May 4
4. **Motion:** move that we provide \$150 US Dollars to every CoDA World Service Committee for recruitment activities at the 2024 CoDA Service Conference (CSC) and International CoDA Convention (ICC)
By: [OBJ]Katherine T. **Seconded:** [OBJ]Byrle S.
Result: unanimous at executive session 2024 May 4
5. **MOTION:** Move to cover printing expenses for “What Is CoDAteen” to Codependents Recovery Society (CDRS e-Store); Canada publications for 2024 CoDA Service Conference (CSC) and International CoDA Convention (ICC) at a cost of \$114.75 US Dollars.
By: Katherine **Seconded:** Tina R.
Result: Unanimous during executive session 2024 May 4
6. **MOTION:** To provide the CoDA Events Committee (CEC) with a Microsoft 365 license titled EventsChair@codas.org.
By: Tina R. **Seconded:** [OBJ]Katherine T.
Result: Unanimous via email 2024 May 6
7. **MOTION:** to approve Executive Session meeting minutes from 2024 May 4
By: Paul N. **Seconded:** Jay G.
Result: Unanimous via email 2024 May 7
8. **MOTION:** to approve the Accountable Plan
Discussion/Report: Accountable Reimbursement Plan to replace the Expense Reimbursement Policy (ERP)
By: Katherine T. **Seconded:** Byrle S.
Result: Unanimous via email 2024 May 7 extension of a meeting motion
9. **MOTION:** to purchase a Microsoft 365 license for HealthyMeetings@codas.org
By: Tina R. **Seconded:** Jay G.
Result: Unanimous during Executive Session on 2024 May 18

10. **MOTION:** to approve Microsoft license for Communications named:
verifymeetings@coda.org

By: Kathrine T. **Seconded:** Jay G.

Result: Unanimous during Executive Session on 2024 May 18

11. **MOTION:** Approve amended Board Public Meeting Minutes from 2024 February 03 in which the motion to elect Chris H. and Laurie C. to serve as Board Alternates was inadvertently left out of the consent agenda.

By: Katherine T. **Seconded:** Tina R.

Result: Unanimous during Executive Session on 2024 May 18

12. **MOTION:** to create or redesign all participating committee service pages, on CoDA.org, not to exceed \$1200.00 each without an additional Board motion.

By: Tina R. **Seconded:** Steve S.

Result: Unanimous during Executive Session on 2024 May 18

13. **MOTION:** to approve the Board Executive Session meeting minutes from 2024 May 18

By: Paul N. **Seconded:** Tina R.

Result: Unanimous by email on 2024 May 28

• **Treasurer Report and Update to the Fellowship:**

NOTE: All amounts are rounded to the nearest \$100 USD

May Income	
Royalties	\$22,100
7 th Tradition	4,700
Unpaid Interest Earned (to date)	3,400
Earned Interest (to date)	138.16
Combined Account Balance	\$359,100

June Beginning Account Balances	
Chase Checking	\$24,400
Bank of America Checking	114,300
7 th Tradition PayPal	6,200
Certificates of Deposit	200,000
Events Committee Funds	7,200
Books for Inmates Funds	7,000

MOTION: to approve consent agenda

Discussion/Report -

Motion by: Katherine T. **Seconded:** Tina R. **Yes:** 7 **No:** **Abstentions:**

Result:

Additional Reports to the Fellowship:

- **Web Liaison Update:**
 - The Board approved a Microsoft 365 account to WebLiaison@codas.org which makes receiving and replying to emails simpler and more efficient.
 - As mentioned, the Board has approved of all participating Committees redesigning their main service information pages; we need to create new pages for the Delegate Relations Committee (DRC) and CoDAteen (CTC). You all can start brainstorming now and after CSC 2024, we will be reaching out with a few simple steps to get the process started
 - CoDA App Work Group – was created in August 2023 but unfortunately work was sidelined for other tasks to be completed. Board members are back in full force and after reading the two motions for CSC 2024 to create a CoDA App, we plan to request quotes and implement as soon as practically possible Phase #1: meetings search, donation button, link to foundational documents, Twelve Service Concepts and Twelve Promises and our free service pamphlets. Phase #2 to perhaps include our calendar of events – would like to have input from our Fellowship.
- **Legal Liaison Update:** We are in the final round of getting contracts signed for 2023 endorsed literature copyrights; contracts on new story books for CoDA Literature Committee (CLC)
- **Translation Management (TMC):** Fellowship Service Worker (FSW) has sent 2023 endorsed master's to Canada, UK, Russia, Norway, Japan, Spain, and Czech Republic. Also, in communication with Sweden and Norway. To to TMC web page to get this process started and to apply for grants too
- Edovo discussion for Hospitals and Institutions (H&I) - Terry D. here to speak on this topic and provide updates:

Discussion with decision for the Board to have our Attorney review the contract and policies. The Board will provide an update at a later date.

- **Question time for observers:**

Question: on the Consent Agenda, what is the “Accountable Plan”

Answer: it is the new expense policy rewritten with Finance Committee and Tax Attorney, already approved and will come as a motion for CSC 2024

Additional Comment/Request: for clarification, all motions will go into database for ratification please put in a description of what the ‘accountable plan’ is; love the plan of Edovo and hope you can work out the details to make this safe and productive and get more involved in CodA that are in correctional facilities

Response: Board will add additional description

Comment: appreciate all everyone is doing, and we have similar inmate program; great work on the App I think having as much available as possible will help us to reach more codependents

Comment: so excited about this CoDA App update and I rely upon the AA app that basically what was described in their App and my go to place; grateful it is moving forward

Comment: support the Board and the rest of the Fellowship and hard work; not easy be supportive and gearing up for the CSC; thank you for all you do.

- **Next meeting** – the next should be July 5th which is the Independence Day weekend; if we reschedule it will put us closer to the start of CSC; Board will discuss and as soon as we know when the next meeting will occur, we will get out an announcement
- **Meeting adjourned** at 9:50 PM PDT