

**Co-Dependents Anonymous, Inc.**

 **Board of Trustees Minutes**
**May 1, 2021**

The Board of Trustees held a public meeting on Saturday, May 1st. by videoconference. Members in attendance included: Nancy O./Canada, Gail S./Nevada, Barbara D/NorCal, Faith J./Canada, Joe R/Guatemala, Yaniv S/Israel, Don B./SoCal. Representing Chairs Forum: Rob O.

**CONSENT AGENDA**

***Motion 1*** – To accept the attached Combined Board Q1 2021 QSR.

***Motion 2*** – Move to accept the attached Rev 4 of the April 3, 2021 Board Minutes.

***Motion 3*** – Move to purchase a domain name as decided by SPO at TigerTech with an appropriate website hosting plan at a cost of between $120-$216/year as per CoDA’s website consultant’s recommendation. *Two-thirds Majority vote requires ratification at Board meeting.*

**Treasurer’s report/Financials**

JP Morgan Chase Checking: $ 166,049.09

JP Morgan Chase Savings: $ 220,371.78

National Bank of Arizona: $ 100,666.17

Total Assets: $ 487,087.04

**Motion**: To accept consent agenda Moved – Gail, Second – Don, Vote: Unanimous

**OLD BUSINESS:**

**Website:**

* **Phase III Website Update –** the Board is waiting for a quote from the website developers for a solution to resolve the Time Zone confusion when looking for meetings. We have received a quote of $1,265.00 to provide the ability to print meeting search results in either PDF format or to extract to a spreadsheet.
	+ **Motion –** Move we accept the $1,265.00 cost of the printing solutions on the website Move – Barbara, Second – Gail, Abstain – 1, Vote: 2/3 majority
* **Spanish Website –** Motion 3 above can now be implemented. The domain [www.Divulgacioncoda.org](http://www.Divulgacioncoda.org) can be purchased as well as the new hosting plan. Spanish Outreach are also asking to have access to the CoDA PayPal donations button on the Spanish website. **Action**: Nancy O. will check with the webmaster regarding the donations button, Gail to ask Email Administrator to assist with setting up the domain and website hosting service and to work to provide SPO with their own account.
* **Contact Us And Meeting Updates/Registration Issues –** All efforts to correct this issue through website host and MS Office 365 have failed. Our website consultant is willing to take a look at MS Office to see if he can find a solution. The Website developer is suggesting we try SendGrid (an Email app) to see if this corrects the problem, however, there could be a cost if there are more than 100 emails/day. The Board would like to wait to see if the website consultant can resolve this first. **Action**: Nancy to get Joan’s opinion on this matter and to ask her to provide the number of email notifications she generally gets daily; then to ask the website consultant to work with MS Office to resolve.
* **Apple and Android CoDA App** – The Communications Committee has suggested that CoDA needs an Apple and Android CoDA App. The web consultant is looking at potential providers to get a quote. He estimates it could cost as much as $10,000. A meeting finder is preferred. More information is needed before a decision is made.
* **Zoom Security Settings For Recovery Meetings Video Update –** Barbara has asked Yvonne to contact the owner of the video, which Yvonne tried to do, but she has not had a response yet. We will need to wait for a response before we can share this video with the Fellowship.

**Board P&P Updates –** The Board will be working on updates to the Board P&P after completing their 2021 CSC Motions. We plan to update the following **-** web liaison duties, legal liaison duties, changing of the guard, community problem solving from the Fellowship Service Manual (FSM), handling of board emails. This will be discussed at our next workgroup meeting. Note: from Rob O – suggests we create a 5-10 year strategic plan.

**CoDA Q1 QSR – Motion**: To accept and publish CoDA Q1 QSR 2021. Moved – Nancy O, Seconded – Don, Yes- 6, Abstain – 1, Vote: Majority. **Action**: Gail to ask Geff to send out. Nancy O. to arrange to get uploaded to the website.

**NEW BUSINESS:**

**QR Code for CoDA Website –** Gail sought legal opinion on using the QR Code which is as follows – “So long as the QR code is used to direct people to CoDA.org, I would recommend that you do use the QR code having the logo. This will not jeopardize your current trademark registrations. If anything, this strengthens your existing trademark as it will tie the logo and the word “CoDA” to the website with the services offered by CoDA. I would also include the words “To Thine Own Self Be True” with the logo.”

Board agrees we need to use this anywhere and everywhere - on all literature when reprinted and we can use it for attraction. Rob O suggested it be added to the style guide re CoDA trademarks (Rob O.). **Action**: Move to workgroup on how to move forward.

**2021 CSC Written Annual Reports and Voting Entity Reports and/or Presentations –** TheBoard prefers written reports this year, same as last year (unanimous). **Action**: Barbara to announce to Events Committee and Gail to announce to CSC Prep.

**Next Work Group Meeting –** May 8 at 7 am Pacific and if necessary May 15 or May 22.

**Next Public Board Meeting –** June 5, 2021 at 8:00 am Pacific.