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**CoDA Service Conference**

**2023 Annual Report**

**Committee: Board of Trustees Date: June 16, 2023**

**Board Members:** Chair - Gail S, Nevada; Vice Chair - Katherine T, Arizona; Secretary - Lisa J, Illinois; Treasurer - Barbara D, Northern California; Jose R, Guatemala; Yaniv S, Israel; Faith J, Ontario, Canada; Florence F, Maryland; Alternate Board Members: Steve S (Alternate #1), Florida, and Tina R (Alternate #2), Virginia

*Acknowledging that we are all here for our personal recovery, the mission*

*of the CoDA Board of Trustees is to ensure the longevity and fiscal health*

*of the organization, to support the Fellowship’s ongoing service work, to*

*promote CoDA unity, and to reach the still suffering codependent.*

The CoDA Board goals for 2022-2023 included Technology, Language, Communications, Service, Sponsorship, and CoDA Structure.

* **Technology - Build on the technology available at the world and local level, to expand our connection and service to the world-wide Fellowship.**
	+ Website - Various changes to the website took place as well as ongoing troubleshooting and resolution of issues which included:
		- Meeting search issues resolved
		- Meeting Updates - overcame backlog
		- Worked with our web developer to implement changes that will improve the web server’s functionality
		- New Sections added including:
			* How to start a meeting
			* Meeting Materials
			* What do you think? (Draft literature for review)
			* Member Resources Page - Audio Visual
			* CoDAteen web page
		- Board web page review
* **Language - Improve our ability to support different languages.**
	+ Translation Management Coordinator hired (transitioned from a committee to a Fellowship Service Worker)
	+ Interpretation Coordinator Fellowship Service Worker hired
	+ Interpretation provided for several committee meetings including CoDAteen, Spanish Outreach, Chairs Forum, etc.
* **Communications - Improve communications inside and outside of CoDA**
* **Service - Attracting Trusted Servants willing to do service at all levels and improve rotation of service including delegates and committees.**
	+ Meeting Requirements, Warning and Final Notification form letters are in process and we hope to have them finalized in the coming months.
	+ Grant Program for Voting Entities (VEs)
	+ Fellowship Service Manual Updates
	+ Active recruitment of Board members
* **Sponsorship - Increase the awareness and creation of available sponsorship list to those who are looking for a sponsor**
	+ Outreach along with Communications held their first annual Sponsorship virtual workshop. The Board donated sponsorship related CoDA Endorsed literature to the Fellowship members that attended. The second annual event is already scheduled for 2024. See Outreach Committee report for more details on this sponsorship supporting program.
* **CoDA Structure - examine the CoDA structure to ensure that it meets the needs of the world-wide Fellowship.**
	+ Delegate Relations Task Force - will bring a motion to the CSC 2023 to become a standing committee
	+ Alternative Format Meeting Task Force: fulfilled its purpose and is now a recognized Voting Entity by our Voting Entity Liaison (VEL).
	+ Gender Inclusive Language Task Force (GILTF) - Formed by the Board in response to a tabled motion from CSC 2022, the GILTF has met several times. It is in the process of establishing what it will suggest be done to make CoDA more inclusive to all recovering codependents and to those seeking recovery.

**Other Accomplishments:**

* **Legal**
	+ Copyright Assignments for various trusted servants updated
	+ Copyright agreements for non-CoDA use of our CoDA copyrighted material
	+ Independent Contractor Contracts updated
	+ Translation Agreement & Publication Agreement updated
	+ AA Steps & Traditions inclusion in our CoDA literature. (requirements clarified by AA)
	+ Bylaw corrections
* **Treasurer’s Report:**
	+ The Board continues to be prudent in monitoring expenditures and finding ways to save money. For example:
	+ The Board continues to hold meetings via Zoom and to produce all of their Minutes of Meetings without administrative assistance from the Association Management Company (AMC).
	+ Overall, CoDA funds on hand decreased slightly from $551,530.79 at the beginning of 2022 to $551,019.89 at the end of 2022. As of 5/31/2023, funds on hand decreased to $538,424.17. This is to be expected as CoDA is once again funding face-to-face meetings for Committees and the Board.
	+ Major expenditures during 2022 included:
		- $10,000 for Audio Visual at CSC/ICC South Dakota
		- $7,299 to the Hotel for Meeting Spaces CSC/ICC South Dakota
		- $21,390 to provide CSC interpretation in three languages in South Dakota (Spanish, Portuguese, and Farsi)
	+ During 2022, CoDA received\* $167,779.92 in royalties from CoDA Resource Publishing, Inc. (CoRe). In Q1-Q2 2023, CoDA received\* $86.046.91.

\*Note: Due to the potential time lag between when CoRe sends royalties and when CoDA receives and deposits them, CoDA’s figures may not align with CoRe’s exactly.

* + During 2022, CoDA received $29,746.36 in 7th Tradition donations. In Jan 2023-May 2023 CoDA received $14,288.40 in 7th Tradition donations.
* **CSC Prep Workgroup:** Formed by a Board motion in 2019, the CSC Prep Workgroup continues to meet with a membership consisting of:
	+ the Issues Mediation Committee Voting Entity Liaison (IMC VEL) & backup IMC VEL
	+ the Events Committee Chair & Co-Chair
	+ Email List Coordinator,
	+ Board liaison & backup Board liaison

Their purpose is to coordinate emails sent out for CSC to help prevent duplication of work and email fatigue. They continue to meet at the writing of this report to keep the CSC registrants informed of all things related to CSC.