

CoDA 2nd Quarter Service Report for 2024

Co-Dependents Anonymous, Inc.
PO Box 33577, Phoenix, AZ 85067

(Hereinafter "CoDA, Inc." or simply "CoDA")

[602-277-7991](tel:602-277-7991) or [888-444-2359](tel:888-444-2359) www.coda.org

CoDA Board Of Trustees

Members: Katherine T, Chair. AZ., Steve S, Vice Chair. FL., Tina R, Treasurer. AFM., Paul N, Secretary. GA., Byrle S. Ok, Jay G, PA., Sam I. CA., Samuel B. UK., Laurie C, Alt. GA., Chris H, Alt. SoCal.

Board Mission Statement:

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 codependents.

Accordingly, the Trustees in their deliberations and decision-making process shall be guided in spirit by these CoDA Twelve (12) Steps, Twelve Traditions and Twelve Service Concepts and shall use their best efforts to ensure that these Steps, Traditions, and Concepts are upheld. On behalf of the Fellowship, the Trustees shall act to prevent, within their power, any modifications, alterations or extensions of these Traditions or Concepts.

Discussion Items:

We would like to start off by thanking all of our committees for their help, support, and direction this year as we worked together to support the needs of the Fellowship. We would not be able to accomplish our goals without this unity. This year we had a multitude of Zoom calls, and 2x2 meetings to better understand committee needs and goals, and it shows by what we were able to accomplish. Thank you.

2024 has been a year of simplifying and improving many processes. Process simplification and documentation projects included Copyright contract updates, Literature Committee Copyright process improvements, Translation Management web-page development including the ability to start the translation process from the website making it easier for our international partners' translation needs and/or apply for the Translation Grant. Copyright, Publication and Distribution agreement improvements and simplification underwent a major transformation improving turnaround time and developing an all-inclusive list of Conference Endorsed Literature linked on the Literature Committees page.

We redesigned and implemented our new Expense Procedure in partnership with the Finance Committee, focusing on ease of use, timely reimbursement and inclusion. A new "Accountable Reimbursement Plan" was written with the direction of a Tax Attorney to ensure all IRS rules set for Not-For-Profit organizations, 501(c)(3). are followed. Per Diem advances are now in place for all Trusted Servants, so no one has to cover their expenses while waiting to be reimbursed and we are following the US General Services Administration (GSA) to determine reimbursement.

The addition of Expensify afforded a \$20,000 reduction in labor costs, by replacing a Fellowship Service Worker (FSW), and an Independent Contractor (IC), that were manually entering data into our QuickBooks.

Another focus for the year was decreasing interpretation costs. We reduced our annual cost for committee meeting interpretation support by approximately \$7000 by switching to IC. Additionally, The Events Committee has requested interpretation responsibilities during CSC be returned to them which will further decrease costs. We continue to research Artificial Intelligence (AI), as a solution for the future.

We also streamlined and added automation to our meeting information system which handles all meeting registrations and updates to make it quicker and less expensive. Meetings were having to wait to have new meetings and updates posted. Part of the automation process includes our Starter Kits process. Starter Kits are a collection of literature we send out at no charge for new US based face to face CoDA meetings. Now this process is automatic when registering a new meeting whereas before it was a manual process requiring 3-4 emails between multiple individuals.

To honor Tradition 5 in carrying the message, we entered into a contract with Edovo, a platform that provides our literature on tablets to institutions. This program is in process and should be up and running by the time this report is posted.

Additionally, to support carrying the message, we passed a motion to support development for new webpages for all World Committees with the goal to make our pages easier and more user friendly while attracting users. Currently in development are the Finance & Board pages. This process will continue into our upcoming goals

Many pages are now utilizing "Forms" a part of Microsoft 365 which allows submissions right at the webpage. We currently have forms on the Finance, and Translation Management pages. We hope to increase this process moving forward making it easier to connect with committees and submit valuable information in a timelier basis.

We are moving forward in the development of a Mobile Application, for both iOS and Android platforms and have identified a 3-phase process to expedite the process and get it to the Fellowship sooner rather than later. We expect to have phase one in place after 2024 CSC.

Many of the above-mentioned projects were supported while integrating and updating software including QuickBooks Advanced, Expensify, WordPress, Flywheel, Adobe Advanced, Microsoft 365, Zelle, and TechSoup.

This year we added several Microsoft 365 licenses to support retention of CoDA documents, and decrease the use of personal emails to protect anonymity. All Board members have a 365 license, as do all committees. We added 2 licenses for Communication Committee to support their numerous roles, another license for the Events Committee, and a dedicated licenses for our Web liaison.

The Board continues to oversee 9 Fellowship Service Workers, (FSW) and 3 Independent Contractors (IC) which provide support to the Fellowship. We added a FSW to support and implement Cyber Security, and to support the Fellowship email and data storage as we identified the need to have better security in place with Microsoft 365, and Dropbox. This FSW will also be providing ongoing training for all committee members. We also approved a FSW for the Literature Committee to support formatting documents as this is a need for the entire Fellowship as literature is written.

Thank you for a great year,

The Board of Trustees

2025 Committee Goals and Action Plans

GOALS	ACTION PLANS
1. Digitize historical CoDA documents	3 proposals to review and implement. This will replace storage unit and save \$1100 annually
2. Update Committee Web pages	Meet with each committee to determine needs, share ideas, and bring a fresh face to the CoDA website
3. Cyber security implementation	Continue to train new FSW, change and maintain settings in Microsoft, Zoom, Dropbox while conducting training for all committee members
4. AI interpretation research	Start discussion, and implement research phase to better understand where AI can support our needs
5. Implement all phases for App development	App workgroup to continue their work in moving the process forward within an approved budget
6. Research and Implement New Announcement Program	Continue research regarding another method of how CoDA sends announcements with the goal of reaching a greater number of those still suffering
7. On-going Committee project support	Support the needs of all committees with an open-door policy. Look to continue the use of Zoom meetings and 2x2's as well

	as the monthly public Board meeting
8. Improving Web meeting search	Obtain quotes and implement
9. Explore Improving Motions Database	Begin research and cost analysis

Fellowship Services Worker: Email List Coordinator

We would really appreciate it if you would share the CoDA email lists with your home meetings, so we can continue to grow our subscribers. Our subscriber numbers continue to show slow growth (the number of subscribers on 3 lists are actually down this quarter for the first time in several years). If every person reading this would take this information back to your home group, I suspect our subscriber base would once again have a growth spurt!

At this time the email lists are our #1 means of communication with the fellowship. Members can sign up here:

<https://www.codependents.org/sub.htm>.

You can view past announcements from the 7 public lists in our archives here: https://www.codependents.org/coda_email_lists.htm ; + the new CoDA Master List (more below). Please click on the list of interest, then you can either browse or search past mailings.

To smart phone users: we have been formatting for readability on smart phones for several years. Any email can be received on most smart phones and reads similarly to a text message!

Subscription statistics as of 6/22/24 are as follows with one important change:

CoDA Announcements, Events, Group Representative List, & the QSR List have all been retired & combined into the new CoDA Master List. The old list archives are all still available. At the time of writing, to subscribe to the CoDA Master List, please go here:

https://codependents.org/cgi-bin/dada/mail.cgi/modal_subscribe_landing/CoDA/

We hope to have a direct subscribe to the “Master List” from coda.org soon.

CoDA Master List:	14,530
CoDA Announcements	Retired: (was 6997 on 4/03/23)
QSR List:	Retired (was 3613 on 4/03/23)
Events	Retired (was 6250 on 4/03/23)
Group Representative List:	Retired (was 2717 on 4/03/23)
Co-NNections	
Weekly Reading List:	14,211 (up from 13,788 on 4/03/23)
Hospitals & Institutions List:	3213 (up from 3085 on 4/03/23)
Fellowship Forum Reminder	3635 (up from 2974 on 1/07/23)

Our open rate has continued on many of our mailings at 50-80%! As industry average tends to vary between 25-35%, that is a pretty amazing number. Thank you for opening our emails & only using the unsubscribe button in the body of the email. Both significantly help CoDA get the emails to your inbox.

Is there anything you would like to hear more of in CoDA announcements? Less of? Please feel free to let us know at codalist@coda.org.

To make sure your subscription doesn't fail:

- A. Please check the spelling of your email address carefully. Many subscriptions fail with a message that the email address does not exist.
- B. Please check the spam folders on your email providers. These filters have blocked some subscription attempts. To avoid this, before subscribing please read the "Email Whitelist Instructions": <https://www.codependents.org/whitelist.htm>. The suggestions found there for your email provider will likely resolve the issue.
- C. Subscribing via one email provider and then forwarding CoDA emails to your phone or another email address can cause problems. Successful receipt of CoDA emails is more likely if you subscribe using the address where you will actually read them.

From 4/03/23 – 06/22/224, 78 announcements were sent out on the CoDA General Announcements list & CoDA Master List. Additional announcements were sent on the Events list, the Meeting Contact list, the QSR list, The Hospital and Institutions list and the Co-NNections' Weekly Readings list.

And finally, we have several closed limited lists for internal use, including 3 CoDA Service Conference (CSC) lists, an International CoDA Conference (ICC) list, lists for CoDA virtual events and a list for all committees & volunteer service workers.

I also maintain <https://www.codependents.org/>

Codependents.org continues to grow! CoDA.org's sister site houses a history of the CoDA Board in addition to the public CSC archives, Fellowship Forum audios, CSC audio since 2016, CoDA historical documents and the CoDA email lists. There is a complete index at <https://www.codependents.org/>

I continue to manage the CoDA YouTube channel:

<https://www.youtube.com/channel/UC0oWXZDpoVdKbyJ0YDh1zTQ>

We've copied almost all known CoDA audio files to YouTube as videos in the last quarter. We currently have 144 "videos", and 4036 subscribers (up from 2127). We've also sorted the YouTube videos by "playlist"

(Categories):

<https://www.youtube.com/channel/UC0oWXZDpoVdKbyJ0YDh1zTQ/playlists>

If any intergroups or CoDA entities have audio or video (without showing faces) that you think might be useful on our YouTube channel, please email or send by one of the file transfer companies to codalist@codal.org CoDA must own all copyrights or at minimum have written permission for use of all copyrights. All videos must be in line with our 12 Traditions.

I have also been interactive with the Co-NNections committee in addition to other CoDA Fellowship Service Workers, and the Web and Board liaisons. I welcome the opportunity to continue to assist in ongoing projects.

Finally, I forward many misaddressed emails (kind of like an email switchboard operator) and write and send out occasional announcements regarding technical issues that impact the fellowship. I compile the QSR that you are reading. I assist CoDA volunteers & members with tech issues.

A reminder to all CoDA committees - the Email Lists are here for YOU! If you would like information or an announcement sent out to the CoDA Fellowship, please email it, in plain text or Word formatting (we can now also embed graphics in the email announcements), to codalist@codal.org

In Service,

Geff R (Washington State)

CoDA Fellowship Service Worker/Email List Coordinator

Board Liaison, Katherine T. (Arizona)

Fellowship Services Worker: Hospitals & Institutions Committee (H&I)

As the Fellowship Service Worker, this quarter I continued monitoring the CoDA Inc mailbox, forwarding the H&I correspondence to the appropriate committee member, and delivering CoDA 7th traditions to the Bookkeeper.

Thank you,

Fellowship Service Worker: Samantha Z.

Committee Liaison: Steve S.

2024 2nd Quarter Service Report FSW Interpretation Coordinator

- covering April to June 2024

Goals Met This Quarter:

- Continued monitoring of interpretation for Chairs Forum, CoDA Teens Committee, and Delegate Relations Committee.
- Cancelled interpretation service requests where quotes were sought for CSC 2024 per Board Liaison direction

- Provided P&P, tutorial, forms, other documents to CEC who will resume managing interpretation services for CSC, ICC and workshops from World Committees
- Moving on...thanks for the opportunity to serve

in grateful service,
Carole T., Ottawa, Canada
Interpretation Coordinator
interpretation@coda.org

Board Liaison: Katherine T., Board Chair
Board Alternate: Chris H., CoDA Events Committee Chair

Fellowship Service Worker Meetings and Meeting Updates

3/31/24-6/22/24

My work is still in continuing to make meeting updates, publish new meetings & going through and answering emails. The project that was on my plate (cleaning up the meetings and confirming Arizona meetings) which derived from a list is now complete. I am still working closely with the Coda info team and the web team in continuing to delete meetings that are disbanded, not active and or have moved to a different date and time. As of now, a few members have reached out stating that the visual map address is not connecting on google when someone comes to the site and views the map. In a few instances, I just asked the member to enter in their FULL ADDRESS for the meeting site and it corrected itself, otherwise the few cases were sent over to the web team and have been resolved. I will keep a vigilant eye on this. My goals are the same from the last quarter, it's just pretty much maintaining these goals.

Meeting updates Goals for next Quarter:

1. Continue to CC the treasurer on all new f2f US meetings being published for the 1st time, until another directive is given.

2. Continue to work down the incoming emails and hopefully redirect members to the website to fill out a meeting update form, if there's a change to be made.
3. Continue to work with Coda info team to delete non active meetings.

Grateful CoDA member,
Fellowship Service Worker: Shallyce J.
Board Liaison: Katherine T.

Fellowship Services Worker – Misc Tech

Fellowship Services Worker – Spanish Webmaster

July 1st, 2023, to June 20, 2024

SUMMARY:

This year the Constant Contact announcement system and application notifications continued with the sending of brief experiences, monthly forum and important information through the Spanish Outreach Committee. The updating of the divulgacioncoda.org website was carried out to a lesser extent due to the migration to coda.org/es. In addition, I collaborated with extraordinary activities such as the creation and uploading of CoDAteen videos.

I used the tools: Sedja.com, Imagecompressor.com, Acrobat Reader, Canva, Filezilla, etc.

Due to the migration from divulgacioncoda.org to coda.org, the FTP service was used as little as possible, finding an alternative in Google Drive and in the Constant Contact advertising system as an information repository.

The connection of the divulgacioncoda.org site to Google Analytics in its new GA4 version was also made.

*The analytics and performances of the platforms are found in the SPO annual report.

GOALS FOR THE NEXT PERIOD:

- Increase ad system subscribers and installed applications.

Worker: Romero Nadia Priscila

Board liaison: Laurie C.

Fellowship Services Worker – SPO

Created and posted Spanish language announcements for the SPO, these include:

For the 2023 CSC, created Spanish language announcements on:

- how to register as an observer
- the motions to be considered
- the daily agenda
- the outcomes of the voting

The announcements about the CSC were presented in a *Did you know...?* (*¿Sabías que...?*) series and later in *Bulletins* about the voting results on each motion. These can be found on SPO's website: [Announcements](#).

Created Spanish Outreach's announcements to the community. Created and posted reminders of SPO's *Monthly Forum*, that varies from month to month as it rotates through Cinema, Podcast, Round Table and other formats.

For the *Breves Experiencias* (*Brief Experiences*) series, I linked member's recorded shares and integrated them visually, providing a background video montage as well as musical accompaniment. Supported the translation of superimposed text in the images used in sliders on the

Spanish side of the CoDA website, coda.org/es/. I remain attentive to emerging requests for audio-visual enhancement of each of these sites.

All these materials have been posted via Constant Contact emails and to CoDA groups via WhatsApp as well as on Spanish Outreach's YouTube channel at:

<https://www.youtube.com/c/CodependientesAn%C3%B3nimosenpa%C3%B1ol>

I have created material for social networks such as TikTok, Instagram and short clips on you tube to provide information to the fraternity about what Codependents Anonymous is.

<https://www.tiktok.com/@coda.divulgacion>

<https://www.instagram.com/codadivulgacion/>

FSW Liaison:

Laurie C.

FSW:

Mónica R./Spanish Outreach

Fellowship Services Worker – Translation Management

Warm wishes for 2024,

Brenda

Translation Management Coordinator

TMC@coda.org

Fellowship Services Worker – Webmaster

CoDA Resource Publishing (CoRe)



Meetings: CoRe meetings were held monthly April to June, usually the third Saturday of every month. We have had the CoDA Board Liaison present, as well as CoDA Literature Committee Liaison in attendance. We continue to keep open communication with the CoDA Board.

Literature Updates: The CoRe Board has included the sale of individual pamphlets, which have been selling rather rapidly.

We have reordered SKU # 4014 CoDA Service Conference Literature is Vital.

The CoRe Board has taken off the sale of the outdated FSM. This can be downloaded on the CoDA Website.

The Order Forms have been updated and uploaded onto the CoRe Website.

SKU # 6005 12 x 12 4th Edition has sold 2609 since we ordered in January 2024

SKU # 6006 "Growing up in CoDA" has sold 1427 since January 2024

COINS Ordered: Newcomer Coin, 2 Month Coin, 7 Year Coin

2024 Royalties Paid to CoDA*

Paid in March 2024: \$14,111.26

Paid in April 2024: : \$22,134.46

Paid in May 2024 \$16,921.64

Total Paid for 2nd Quarter: \$53,167.36

Total for Year Royalties: \$84,267.91

*These numbers are the actual royalties which were paid and received by CoDA, Inc.

Other Areas:

Some areas the CoRe Board has completed:

- Communication: We have submitted our first Newsletter, updating our customers of new literature.
- Email Response: The emails are all updated and answered in a timely manner.
- Increased sales of Newcomer Booklets:
 - Jan - June 2023 - Total sold 2260
 - Jan - June 2024 - Total sold 3446

Goals: Update the E-Books and Kindle

Continue updating our customers with newsletter with any new or updated literature

..

Members:

Kathy H. CoRe Chair

Lorraine: Vice Chair, Print Liaison

Kirsten: Secretary

Addie: Treasurer
Yaniv: Warehouse Liaison
Joe: Web Liaison
Eddy: Spanish Liaison

Barbara: Associate Member to the CoRe Board
Tina: CoDA Board Liaison

Respectfully Submitted by the CoRe Board

CoDAteen Committee

Members (list each by first name, last initial and VE):

- Rosa S. (Chair) SoCal
- Linda C. (Co-Chair) New York
- Chris H. (Board Liaison) SoCal
- Keli D. (Secretary) SoCal
- John H. Arizona
- Maryann J. Nevada
- Florence F. Maryland
- Gillian A. England
- Aria L. Florida

Discussion Items:

- The CoDAteen Committee (CTC) presented 6 motions at CSC 2023. All motions were CSC approved.

- The CoDAteen Committee (CTC) continued to meet monthly and in-between meetings to address time sensitive issues/deadlines with Spanish interpretation as needed.
- The CTC had their first FTF in Los Angeles California in October of 2023.
- The Spanish CTC group translated and completed final revisions of approved CoDAteen materials to be uploaded onto the Spanish webpage.
- The Spanish CTC group met with teens from Mexico, Colombia, and the US to develop a handbook written by CoDAteen teens and young adults of their ESH. The booklet titled CoDAteen: A Bridge to Recovery was approved by the CTC and will be motioned at CSC 2024.
- The CTC participated in CoDA Mexico hybrid Convention and Spanish Outreach Committee (SPO) hybrid Annual Conference to present and inform the audience of the CoDAteen program and CoDA approved guidelines. Spanish interpretation was facilitated.
- First virtual CoDAteen Meeting in English opened in Jan. 2024 with 10-18 teens and young adults meeting weekly. A second virtual English CoDAteen meeting will be opening in July 2024 in Las Vegas, NV.
- The CoDAteen webpages in English and Spanish was finalized and CoDA sponsored, and CTC approved materials and resources were uploaded on the CoDAteen webpage on CoDA.org.
- The CTC completed and approved its Policy and Procedures manual.
- The Committee developed an online CoDAteen Meeting Registration and Adult Hosts/Meeting Sponsors registration forms.
- The committee developed and approved the Adult Host/Meeting Sponsors Training materials.
- One member officially resigned from the committee, while others did not return. Four new members joined the committee. Service positions were created to meet the needs of the committee. A committee Co-chair was selected.
- The CTC will be presenting five motions at CSC 2024.

Committee Goals and Action Plans

GOALS	ACTION PLANS
10. Encourage Adult CoDA groups to sponsor CoDAteen meetings	CoDateen committee to increase its involvement and availability of CoDA sponsor materials/resources to CoDA groups. Reach out to VE's, Intergroups and Adult CoDA groups via email invitations to reach out to the CTC for assistance.
11. Increase community-based outreach activities of the CoDAteen program	CTC to participate in forums, conventions, conferences, institutions, teen centers, counseling centers schools
12. Increase membership of the Adults CoDA fellowship to join the CoDAteen Committee	Increase visibility in the CoDA website. Develop a robust, attractive, and interesting CoDAteen Service page on the CoDa website describing involvement/service activities and opportunities to attract Adult CoDA members to join the committee.
13. Develop a CoDAteen subcommittee comprised of teens and young adults to work on developing recovery materials from a teen/young adults' perspective.	Invite/encourage teens and young adults from the existing CoDAteen meetings to join the CTC to learn the committee's processes with a goal of getting teens involved in the committee's activities.

<p>14. Creation of multimedia content materials where teens can share their ESH.</p>	<p>Seek resources from CoDA Board for the creation and development of multimedia materials.</p>
<p>15. Creation of a CoDAteen section on the existing webpage where teens and young adults can find age appropriate, relatable, and interesting written materials</p>	<p>Seek guidance from the CoDA Board and Web Liaison for development and content.</p>
<p>16. Creation of audiovisual resources for Sponsoring groups to use for the training of vetted and registered Adult Hosts/ Meeting Sponsors</p>	<p>Seek guidance from the Board and Web Liaison for development.</p>

Communications Committee

Co-NNections Committee

Members (list each by first name, last initial and VE):

Alison J. (FL), Caryn T. (CO), Debbie R. (NZ), Denire’ A. (WA), Jim H. (SoCal), Shani C. (FL)

Discussion Items:

- Co-NNections Face-to-Face meeting 2023
- Co-NNections Committee members and roles held

Co-NNections Face-to-Face meeting:

In July 2023, Co-NNections had a Face-to-Face meeting in Colorado. Our primary focus was to improve our pages on the coda.org website and also simplify the process for submitting a story to the Committee. Jim, Caryn and Alison spent several months accomplishing this goal.

Co-NNections Committee member update and roles held:

- Alison J - Became chair in August 2023.
- Jim H - Categorizing Weekly Reading stories in the archives on coda.org. Approximately 3/4 complete. 18 various categories to date.
- Caryn T - Interim subcommittee chair for Meeting in Print December 2023 - June 2024.
- Debbie R - joined September 2023, taking over subcommittee chair position for Meeting in Print June 2024.
- Shani C - joined September 2023, initial responder to authors for their submissions.
- Lori H - left April 2024 (leave of absence in December 2023). Lori was subcommittee chair for Meeting in Print.
- Denire' A - joined Co-NNections June 2024.

Committee Goals and Action Plans

GOALS	ACTION PLANS
1. Provide the Fellowship with inspirational weekly and quarterly recovery stories and other content created by members of CoDA.	Action Plan 1: Continue meeting monthly to review submissions for both the Weekly Reading emails and Meeting in Print publications.
2. Sustain regular monthly business meetings as well as sub-committee meetings for	Action Plan 2: Meet on Zoom Video Conferencing to discuss agenda items and new submissions. Send minutes to

vetting Weekly Reading and Meeting in Print submissions.	web liaison after approval by Group Conscience.
3. Continue to improve our processes.	Action Plan 3: Create an environment for open discussions and good communication.
4. Maintain the positive quality of our committee member relationships and be a safe space.	Action Plan 4: Seek opportunities to encourage one another and be supportive of our individual recovery journeys.
5. Fully integrate new members into the processes of our committee.	Action Plan 5: Committee members will provide training and support as needed.
6. Categorize Weekly Reading stories, both archived and new.	Action Plan 6: Review all the archived stories and put them into searchable categories with the help of the CoDA webmaster. Moving forward, the Committee is labeling each story with up to four categories.
7. Policy and Procedures manual upkeep.	Action Plan 7: Review and update Policy and Procedures manual with a focus on form letters used to reply to authors and other inquiries.

Everyone has something to share that could help a suffering codependent. This is especially true of the trusted servants at this conference.

To subscribe to Weekly Reading, please go here:

<https://codependents.org/cgi-bin/dada/mail.cgi/list/connections/>

Weekly Reading archives can be viewed here: <https://coda.org/connections-recovery-stories/>

Meeting in Print issues can be found here: <https://coda.org/meeting-in-print/>

For details about submitting a recovery story, please visit: <https://coda.org/service-info/connections-service-info-page/> or email us at connections@coda.org.

Delegate Relations Committee

Events Committee

Members (list each by first name, last initial and VE):

Chris H – AFM

Wendy S – Texas

Cathy P – AFM

Patsy C – AFM

Gen D – AFM

Deedie H – AFM

Rebekah S - AFM

Holly H – N/A

Amy C – Texas

Amy D – N/A

Lisa J – Illinois

Jen K - Pennsylvania

Brian P – Illinois

Tim F – Illinois

Board Liaison:

Tina R - AFM

Discussion Items:

Always in discussion about the upcoming CSC

Committee Goals and Action Plans

GOALS	ACTION PLANS
1. Have a successful CSC & ICC in Ottawa	Keep communication open for the team. Always looking for new ideas to help make our process easier yet productive.
2. Continue to plan for 2025 in Philadelphia.	Have everyone on the committee be responsible for some part of what Events does.
3. Implement our future events vision. starting this process.	Our subcommittee is
4. Look for a 2026 location. members to help.	Choose a location with

Finance Committee

Date: June 22, 2024

Members (list each by first name, last initial, and VE):

Lou L, IL

Barbara D, NorCal

Shelley S, Arizona

Jocelyn K, Canada

Discussion Items: Accomplishments:

1. Crafted important updates to the Expense Reimbursement Policy and adjusted our revising process as increased cooperation with the Board necessitated.
2. Presented the 2024 budget at the 2023 CSC (CoDA Service Conference)
3. Attracted some new members
4. Approved Face-to-face meetings for three Committees: CoDAteen, Co-NNections, and Spanish Outreach.
5. Created an internal video to help train new Finance Committee members and other approvers in the process being used to approve expenses for reimbursement.
6. Created a policy and procedures handbook for CoDA Group treasurers which will be finalized after the Expense Reimbursement Policy is revised.
7. Requested that the Board clarify in future financial reports the distinction between "translation expenses", which deal with

written material, and "interpretation expenses", which deal with spoken language in real-time.

8. Maintained a finance liaison list and committee rotation for Face-to-face in our QSRs.
9. Initiated a 2x2 with the Board to improve communication between the Board and the Finance Committee. Some concerns were:
 - a. Loss of access to reports from CoDA's accounting software.
 - b. Lack of financial reports coming from the CoDA Board.
10. Invested time training new committee members on established procedures, and on learning new ways as the Board changed the expense approval process. Finance Committee members only "review" expenses and do not "approve" them.
11. Reimbursed those serving CoDA at CSC under new guidelines instituted by the Board.
12. Helped implement Expensify as the new process for reviewing and approving expense reimbursements through a 2x2 with the Board.
13. Helped review a new Expense Reimbursement Procedure through a 2x2 with the Board.
14. Fulfilled our role of advising the Board by pointing out that we cannot sustain our current rate of spending from our excess over the Prudent Reserve of about \$150,000 over income in a year.
15. Explored multiple possible motions for the benefit of the CoDA Fellowship, and submitted four for consideration at CSC:
 - a. Add Financial question to CoDA Service Conference procedures for passing a motion

- b. Finance Committee Duties in the Fellowship Service Manual
 - c. Revised Prudent Reserve Calculation Process
 - d. 2025 Budget for CoDA Inc.
 - e.
16. Advised the Board to adhere to the current FSM (Fellowship Service Manual) guidelines for FDIC policies.
 17. Reviewed and made suggestions for Face-to-Face meetings to meet guidelines of prudence, timeliness, and especially frugality.
 18. Supported and assisted with upgrading technology applications to improve communications and efficiency.

Concerns:

1. The Board has discontinued access to some of the informational resources that the Finance Committee has used in the past to perform their main responsibility; namely, serving the Fellowship by advising the Board on financial matters.
2. Inconsistent financial reporting, which leads to an apparent lack of transparency, makes it difficult for the Finance Committee to responsibly perform their duties to the Fellowship.
3. Expenses for 2023 appear to be about \$150,000 over income for the year, but because of inconsistent reporting, it is impossible to determine where the income and expenses were out of line with the 2023 budget.

Hospitals & Institutions Committee (H&I)

Members

- Terry D. CT Chair
- Kathy L. IL. Corresponding Secretary for US
Mail
- **Vacant** Email Corresponding Secretary
- Carrie B. OK. Literature Distribution
Coordinator (LDC)
- **Vacant** Recording Secretary Chair currently
doing
- James K. PA. Sponsorship Coordinator
- david a. NY. Member at large
- Gillian A. UK. Member at large
- Danira T. WA Member at large
- Beverly P.GA. Member at large
- Lou L. IL. Member at large
- Steve S. FL. Board Liaison
- Tina R. GA. Board Liaison (back up)

Hospitals and Institutions Books (H&I Books) Formerly Books for Inmates and Institutions (BFII)

We have chosen to change the name of our book program because there had been more donations in the past than were needed to meet half of the cost of the program. The Board has instructed us to use the money, so we are now funding all the expenses of the H & I committee's programs. The cost of travel related to attending the CoDA Service Conference and face-to-faces will still come out of the general budget of CoDA. Expenses for our sponsorship and books programs and other opportunities to reach the codependent who still suffers in restricted settings will come from our escrowed funds and current donations. If donations are used up, the CoDA general budget will continue to fund the H&I programs.

2023/24 2022/23
(12 mo.) (11.6 mo.)

Letters received from Facility Residents	179	216
First time letters	86	151
emails	15	20
Representing institutions	59	43
First time institutions	28	23
Average per month	9.4	4

- From June 1, 2023, to May 31, 2024, vs July 1, 2022, to June 20, 2023.
- We are receiving more requests from rehabilitation centers than in previous years.
- When requests for in-person help from facilities-both from staff and residents-come to us, we have great difficulty finding CoDA groups or intergroups to send the requests to and, when found through the local meetings contact listings on the CoDA website or the intergroup or voting entity website, we rarely receive any responses to our emails.
- From January 2017 to December 2023, we have received 1,757 letters.

Literature Distribution

We sent:

Literature	6/23 -5/24	6/22 - 5/23
Co-Dependents Anonymous Books	145	132
Co-Dependents Anonymous Books in Spanish	8	6
Twelve Steps & Twelve Traditions Workbooks	134	100
Twelve Steps & Twelve Traditions Workbooks in Spanish	8	7
Standard Packets	58	55
Standard Packets in Spanish	3	4
Institutional Meeting Handbooks	29	30

In This Moment	4	1
Institutional Libraries	1	2
Institutional Libraries in Spanish	0	2
Cost (Literature and postage)	\$2,193	\$1,954

H&I Books Program

Donations can be made using forms from the Link found on the [H & I page](#).

We have spent the past year investigating digital literature, which is in hand-held tablets that inmates can access every day, in over 700 prisons and local jails where they are housed. We get a report on how much activity our material generates, and our mailing and email address are still on the material. If they want to write, or need a sponsor we are here to support them.

Seventh Tradition Donations

The treasurer reports that in 2023 we received \$447 in donations to H&I Books (formerly Books for Inmates and Institutions.) Expenses for that period are reported to be \$1,281.28. This compares to what we reported last year for 2022, \$1,684., and \$553 for the first 5.5 months of 2023. From 2023 we do not have accurate information.

H&I, Sponsorship Program was established in 2010. Finding sponsors has always been challenging, and the connection does not always go through. The number of inmates we are helping is very small compared to the number who could use our support. We have found sponsors for five inmates, but we still have fourteen waiting 9 males, and 8 females. Most sponsees wait three to six months for a sponsor.

Committee Goals and Action Plans

Goal	Action Plan
Maintain the H&I Books, formerly known as Books for	Continue H&I Books, adding a digital library for inmates to

<p>Inmates and Institutions (BFII) Program and inmate correspondence through the US mail and Sponsorship Program in the USA.</p>	<p>include; 25 CoDA literature items and 2 mp4 items</p>
<p>Maintain the Database from the H&I Surveys on our website.</p>	<p>Corresponding with members interested is serving H&I committee and programs.</p>
<p>Review the H&I Policy and Procedure (P&P) Manual.</p>	<p>Update P&P to reflect changes to H&I Books from the Books for Inmates and Institutions (BFII). Correct links and forms to reflect current practice.</p>
<p>Update Web Site</p>	<p>Update information for H&I Books, provide information for digital literature for incarcerated members, and update links to H&I forms and literature.</p>
<p>Attract</p> <p>Members near prisons, jails and facilities to take meetings and literature to those who cannot leave their facility.</p> <ul style="list-style-type: none"> • Members to assist the Sponsorship Coordinator and Corresponding Secretary. • Members to revive the H&I Newsletter. • Members to respond to requests that come by regular US mail and email, 	<p>Participate in Chairs Forum panel discussion at ICC 2024 to recruit committee members.</p> <p>Send requests for participation through the H&I and General Contact lists.</p> <p>Respond to inquiries from H&I survey on our web site and emails.</p>

<ul style="list-style-type: none"> • communication with the CoDA community (through the H&I, General Contact lists, and email subscription list) 	
<p>Develop a presentation package</p>	<p>CoDA members can use it when contacting institutions and facilities to facilitate access to prisons, jails and treatment centers. We welcome any input from members who have experience taking meetings and literature into institutions.</p>
<p>Develop Grant Proposal Process to encourage distribution of literature to recovery, addiction treatment, and correctional facilities in Countries outside of the USA.</p>	<p>We are developing our guidelines.</p>

Accomplishments

- Maintained H&I Books.
- Maintained regular and prompt correspondence with facility residents who write to us (179 letters this past year).
- Continued to grow the Inmate Sponsorship Program. In the process of putting our literature and a few mp4s on a digital platform. Approved in June 2024.
- Regular communication with the CoDA community. We received and responded on average (2) to email queries from Fellowship groups or members each month.
- Recruitment of members, using the General and H&I email subscription list we have sent out announcements asking for help with sponsoring inmates in institutions and attracting new members. Provided information to interested members during CSC and ICC.
- We have maintained 9 members on our committee this year.
- Continued to build our database through those responding to the H&I survey that is offered to all new email subscribers: The survey data collected sends out automatic responses depending on answers to survey.
- We held 11 regular meetings and numerous special meetings via videoconference.

- We discussed the development of an H&I Presentation Package to guide members taking literature and meetings into institutions. We depend on local members to conduct panels and assist in starting meetings in institutions and make literature and information available to them. We are receiving experience from the San Diego area members who have been of service to prisons in their area to develop our presentation package.
- We helped to guide one of our members from the United Kingdom to develop a similar H&I program.
- We welcomed a new Fellowship Service Worker (FSW)

Thanks to:

- Very responsive Board liaisons: Steve S. & Tina R. (Backup Board),
- Members of the CoRe Board who support our literature distribution.
- Sam H&I Fellowship Service Worker and Geff R. (email list Coordinator)
- And all those who have contributed to the Hospitals & Institutions H&I Books.
- Our amazing and wonderful inmate sponsors.
- For the institutions and the codependent willing to reach out for our services.

Special thanks to:

Members of the Fellowship who serve locally in carrying the message into institutions. These are the people who make a difference in codependents' lives who cannot attend meetings outside an Institution.

Please contact the committee at hosp@coda.org if interested in participating locally, as a sponsor, or on the committee.

Issues & Mediation Committee (IMC)

No report submitted

Literature Committee

June 8, 2024

Committee Members:

Abbey K, Arizona

Alyse J, Georgia

Denire C, Washington

Emma W, UK

Gillian A, UK

John R, Pennsylvania

Karen D, Nevada

Karen T. NorCal

Lisa B, Arizona

Nick B, Texas

Sara J, Arizona

Teresa M, Kansas

Terry d, New York

Project Group members:

Kathy C, SoCal

Ksenia Y, Florida

Board Liaison:

Katherine T, Arizona

Previous Board Liaisons:

Florence F, Maryland

Jay G, Pennsylvania

2023-2024

In October, we gathered for our annual, virtual face to face weekend. We worked through a group inventory, reviewed our priorities, and individuals volunteered for committee roles and project groups for the coming year.

Projects endorsed at CSC 2023 that required attention into early 2024:

1. *The Twelve Steps & Twelve Traditions Workbook*, Fourth Edition
2. *Growing Up in CoDA*, a new full length book
3. *Reparenting Our Inner Child*, a new pamphlet

Pamphlets and service items requiring committee work before publication and posting on coda.org

1. CoDA Service Conference Endorsed Literature is Vital
2. *The Patterns of Recovery 2023*
3. *Welcome to CoDA*
4. *Establishing Boundaries in Recovery*

Literature motions to be presented for endorsement at CoDA Service Conference 2024

Living our Recovery Through Service

This is a new, 60 + page work booklet, that has been created in the process of editing and updating *Carrying the Message*. The booklet has been redesigned and expanded to inspire CoDA members to be of service as part of their personal recovery.

Issues with the God word?

This topic inspired many CoDA members to submit their stories, sharing their challenges and triumphs working the spiritual aspects of CoDA recovery. Envisioned in 2023 as a booklet, we have been amazed to see this project grow to become a book.

Motions requiring changes to the Fellowship Service Manual (FSM) to be presented at CoDA Service Conference 2024

Procedure for working with literature from a voting entity or CoDA World service committee that is presented at the CoDA Service Conference.

To add the use of CoDA Service Conference endorsed literature to the definition of a CoDA meeting as described in the *Fellowship Service Manual* and on coda.org.

Ongoing projects:

Lighting Our Path: Daily Meditations for Recovering Codependents is a new collection of meditations that focuses on quotes from CoDA literature and inspirations of CoDA members. Submissions to this multi-year project number approximately 135 of 366 needed.

Story Gatherers is a multi-year book project containing new, current stories that are similar in length and depth to the stories in *Co-Dependents Anonymous*.

Experiences with Crosstalk is a booklet that will be extensively updated and expanded for presentation at CSC 2025.

In addition, a new pamphlet about crosstalk will be created.

Service Concepts Alive and Strong

This Canadian booklet was endorsed by CSC 2020 and 2021 has been posted on coda.org. The booklet is in process of major editing, including a new title, for CSC endorsement in 2025

Other 2023 projects:

New copyright assignment procedure

CLC and CoDA Board Legal Liaison and Chair, Kathrine T., have implemented a new, e-signature process, using DocuSign. The modernized and simplified process allows CoDA Inc. to securely store all copyright assignments in its Dropbox.

CLC Policies and Procedures and Style Sheet

Major updates of both documents are in process. To be posted on the CoDA Literature Committee webpage during the second quarter of 2024.

The committee chair and others have spent a great deal of time and energy working with members of the CoRe Board and the CoDA Board to identify and solve problems and to create new procedures to clarify and define roles and streamline our processes to bring CoDA Conference endorsed literature to publication.

We continue to answer emails from the Fellowship and others regarding CoDA literature. We receive many inquiries as to what is “endorsed” or “approved” literature, which gives us the opportunity to inform people on how CoDA Service Conference endorsed literature creates unity through consistency of message and financial support of the Fellowship.

In Service,

Terry d

Chair, CoDA Literature Committee

June 8, 2024

Committee Goals and Action Plans 2024-2025

Goals	Action plans
1. Annual post-CSC virtual retreat August 10 & 11	Create agenda at CLC meeting July 13 Saturday - committee inventory, CSC debrief Sunday - roles and volunteers commit to project groups and project leadership.
2. Ensure CSC endorsed booklets are published as soon as possible.	Work with CoRe and CoDA Board.
3. <i>Lighting Our Path: Daily Meditations</i> <i>for Recovering Codependents</i> Multi-year project	Project group continues to meet monthly.
4. <i>Story Gatherers</i> - new full length book CSC 2025	Project group continues to meet every two weeks. Cut off date for submissions is October 31, 2024.

<p>5. <i>Service Concepts: Working Together</i></p> <p>rewrite for print publication, to replace</p> <p>service piece, <i>Service Concepts Alive</i></p> <p><i>and Strong</i></p> <p>CSC 2025</p>	<p>Project group continues to meet weekly</p>
<p>6. CoDAteen literature after 2024 endorsement to complete for</p> <p>CSC 2025</p>	<p>New project group to edit with CoDAteen committee</p>
<p>7. <i>Recovering with Boundaries</i></p> <p>new booklet based on a document submitted by a CoDA member</p> <p>CSC 2025</p>	<p>New project group to form August 2024</p>
<p>8. <i>Co-Dependents Anonymous, Fourth Edition</i></p> <p>CSC 2026</p>	<p>New project group to form August 2024</p> <p>Make some updates and add additional material to the section on the Traditions</p>
<p>9. <i>Listen With Love, Share With Respect</i></p> <p>new booklet expands scope, adds content to <i>Experiences with Crosstalk</i></p> <p>CSC 2025</p>	<p>Project group meets weekly</p>

10. Crosstalk - new pamphlet CSC 2025	To be created by project group above
11. The First Fourteen Days CSC 2025	Work with Australasia VE New project group to include VE members
12. <i>Peeling The Onion</i> - booklet Major review and expansion Multi-year project	Discuss options Start work at face to face in January
13. Update CLC web page after CSC September 2024	Write copy Work with web liaison to post: 1. Update current project info 2. Update CSC endorsements 2. Add new Policies and Procedures 3. Add new Style Sheet 4. Link to list of CSC endorsed literature
14. Face to Face, January 24-26, 2025 Tucson, AZ	Organize accommodations with Sara Work with Board re: financial arrangements Choose projects Create agenda for work sessions
15. Outreach to Fellowship	Email blasts every six to twelve weeks
16. Tracking spreadsheet	Continue to update

17. Set up Office 365 for CLC	Get help to set up email addresses, etc.
18. Review Service Pieces on coda.org	Create a list evaluate editing needs prioritize editing schedule
19. Pamphlets and booklets	Create a list, evaluate editing needs prioritize editing schedule
20. Review corepublications.org: Books Workbooks Booklets Pamphlets	Rewrite and update descriptions, as needed Send changes to CoRe
21. Review spreadsheet survey of ideas from the Fellowship 2020	Add to agenda August 10 & 11
22. Review and prioritize ideas for new literature: Grief CoDA history Booklet Steps Eight and Nine Booklet Step Ten Booklet Step Eleven Other ideas?	Add to agenda August 10 & 11

--	--

Outreach Committee

Date: June 22, 2024

Name, Last initial and VE):

Sharon B. (Chair) -Canada; Susan G.-TN; Gillian A.-UK; James K.-PA; Niki K.- Colorado; Gerald B.-Canada; david a.-NY (consultant); Jay G.-PA (Board Liaison)

Discussion Items:

Mission:

- “Carry the message to the co-dependent who still suffers "and support meetings and those wishing to “carry the message to the co-dependent who still suffers”

General Objectives:

- Provide guidelines, templates and examples of outreach ideas and activities; develop outreach projects shared by members of the world CoDA Fellowship; and collaborate with other committees and other CoDA groups that engage in outreach activities.

Examples of Outreach Committee Projects

Outreach (For codependents who still suffer) **and in reach** (for individuals and CoDA groups who want to create healthy meetings that support recovery)

- **The Outreach Resource Guide (ORG)** Covers many topics that provide ideas for doing outreach and for creating welcoming and inclusive meetings (in-reach). We need help in updating and adding new topics to our website
- **International Sponsorship Workshops** Help both Sponsees looking for a sponsor and support people who are sponsors or are interested in becoming sponsors, to feel confident in sponsoring others
- **Pamphlets, documents, flyers-** Share documents such as templates for Formats, service documents, and pamphlets such as "Your first Meeting", and "Information for Professionals", to help those new to CoDA and those wanting to do outreach in their community
- **Collaborate with other CoDA groups-** Collaborate with Committees, individuals and other groups including countries, to share ideas and activities

Goals and Action Plan- Outreach 2023

- Support CoDA meetings and new members** – Continue. Included in the Annual Report
- Contact CoDA World members through CoDA Area Contacts on the website-** Given to the Fellowship Service Worker
- Update specific content on the Outreach Resource Guide and revise as needed-** Included in the Annual report
- Increase understanding of CoDA sponsorship-** Continue
- Organize Annual Sponsorship Workshops the 2nd Saturday in February-**Continue-will have a repeat workshop, the Autumn Sponsorship Workshop September 14th
- Collaborate with other Committees** - Continue collaboration with the Communications Committee and add other interested Committees on sponsorship and other outreach activities

Committee Goals and Action Plans

GOALS	ACTION PLANS
<p>Goal: Support the meetings, intergroups, and countries in their efforts to reach out to codependents</p>	<ul style="list-style-type: none"> • Collaborate with world and country Committees to help codependents who are suffering or have never heard of CoDA. • Encourage countries to share ideas and literature they use to support codependents and CoDA Meetings
<p>Goal: Make the CoDA Fellowship aware of the <u>Outreach Resource Guide</u> as an information tool for doing outreach</p>	<ul style="list-style-type: none"> • Invite individuals, meetings, and countries to share outreach ideas and literature. • Provide an information sheet so that participants can share outreach ideas • At a table at the International CoDA Convention (ICC), provide a, "Got Ideas?" sheet for participants to share ideas for doing outreach • Add Online meetings and Hybrid formats to the ORG • Invite members of CoDA and people outside CoDA who have a specialty in various areas such as "accessibility", to help update and add information to the ORG • Identify topics on the ORG that need more "plain language" so our literature can be better understood. People new to Codependents Anonymous, those who have English as their second language, and those who wish to translate CoDA materials

	<p>into their language, need understandable language</p> <ul style="list-style-type: none"> • Add images and symbols, such as the sun on the <u>CoDA Bluebook</u> and symbol of a tender young plant on <u>Growing up in CoDA</u> and even Emojis to make content more easily understood
<p>Goal: Make professionals more aware of CoDA and our message of hope</p>	<ul style="list-style-type: none"> • Make an information packet including a cover letter that communities and voting entities (VE's) can email to professionals such as victim's Services, counselors, treatment centers, prisons, and health professionals • Include the pamphlets, "Information for Professionals" and "Your First Meeting" in the Information Packet • Identify literature such as booklets, books, and other documents such as <u>CoDA Blue Book</u> and <u>Growing up in CoDA</u> that will help professionals understand codependency and recovery in CoDA • Encourage bilingual CoDA members to include materials for professionals in their translation of materials.
<p>Goal: Attract more members to the Outreach Committee</p>	<ul style="list-style-type: none"> • Provide flyers about the Outreach Committee in different languages at the Information Table at ICC. • Give delegates and participants of the CoDA Conference and the CoDA Convention a chance to

	<p>share ideas for doing outreach at the community level via discussion and a “Got Ideas” sheet at the Outreach table.</p> <ul style="list-style-type: none"> • Include information on what opportunities are available for service on the Outreach Committee. • Contact CoNNections, and others who have contact lists, to inform interested volunteers of events and projects planned by the Outreach Committee • Create a document to share outreach ideas provided by CoDA members
<p>Goal: Identify and support the needs of groups that could use information about CoDA</p>	<ul style="list-style-type: none"> • Create a pamphlet for those in prison and the families who support them. • Create documents or pamphlets to help groups such as LGBTQ+, 211, and?? • Collaborate with others who have identified a need in a certain area of outreach • Create a "Got Ideas" document to collect and share ideas for community-based outreach by participants at ICC and from other members of CoDA • Encourage CoDA members from various countries to examine CoDA materials to ensure they are understandable

Spanish Outreach Committee (SPO)



The activities of the Spanish Outreach Committee throughout this year have focused on responding to the different emails that daily reach the Committee's alias, among which the most recurrent have been how to find or register a meeting and how to obtain Coda literature. In parallel, telephone calls continue to be answered, following up on them according to the needs expressed in them. During the last year, 196 calls and 394 emails were responded to.

SPO has continued in spaces such as Tik Tok, Instagram and WhatsApp whose purpose is to provide members of the Fraternity with information about what Codependents Anonymous is through different content material, which is distributed once a week.

On the YouTube channel, content from the different spaces provided by the Outreach Committee continues to be shared so that members of the Fraternity can share their Experience, Strength and Hope, such as:

- *Brief Experiences – Brief audios where members share about a particular topic.

- *Monthly Codependent Information Forum – takes place live on Zoom and then posted on our YouTube channel, alternating different formats each time; Starting with 15 minutes where our companions talk about their recovery in a pleasant and relaxed way and then 90 more minutes to talk about codependency issues, presented by members of the Fraternity of the chosen topic and ask questions and answers about them.

*Podcast – An interview is done with two or more members of the Fraternity

*Film Forum – We watch a particular short film through which we work on some aspect of codependency and then the members of the Fraternity talk about their recovery through the program, related to what we have seen.

* Workshop – Fellowship members help other codependents through workshops where a particular topic is worked on during the meeting.

* Forum – One or two members of the Fraternity share experience hope and strength about a codependency topic answering questions made by members

*Short information capsules through YouTube Shorts

*Annual Convention for the Spanish-speaking Fraternity organized by Outreach Committee.

The Fourth CoDA Spanish-Speaking Convention was organized “I've already tried everything and, now what? CoDA a spiritual path”, on September 22, 23 and 24, 2023.

SPO has been continuously contributing to other CoDA World Committees providing information about different events, such as CoDAtónica, the Sponsorship Workshop and the CSC among others.

Below, we attach the reports of the analysis of the media that they deal with and which are in charge of the Dissemination Committee:

divulgacioncoda.org (Google Analytics Reports) July 1, 2023 to June 20, 2024

Pages: Visits to different pages: 39,296

The 10 most visited Pages in descending order: Home, Literature, Meetings, CoDAtónica, Welcome to CoDA, Smile Again Workshops, Announcements, Monthly Forum, In-person groups, Alternative meetings.

User clicks to purchase literature on Corepublication, Kindle and iTunes: 3,687

Users who visited the site: 8,260

Origin of visits: in descending order, Mexico, United States, Spain, Argentina, Colombia, Costa Rica, Uruguay, China, United Kingdom, Canada.

Technology that users use to enter the site:

Mobile phones (android and iPhone): 5419

Computers: 2,759

Tablets: 79

Smart TV: 3

List of Announcements: News/Announcements and monthly Forum.
(Constant Contact Reports)

Ads sent: 51

Number of ads received: 48,351

Number of open ads: 15,157

Number of clicks on ad links: 1,333

Total subscribed contacts: 767

Unsubscribed contacts: 62

App Spanish CoDA (Google Analytics and Firebase Reports)

Main screen views: 7,353

Installed applications: 828

10 countries that installed the application in descending order: Mexico, United States, Colombia, Argentina, Spain, Guatemala, Venezuela, Uruguay, Costa Rica, Brazil.

Visits in the Play Store: 814

Notifications sent: 60

Number of notifications received: 13,341

The application is at version 1.4 (January 28, 2024)

Codependents Anonymous in Spanish (YouTube Analytics Reports)

The channel received a total of 29,371 views in the mentioned period

It has a total of 3,074 subscribers

Origin of visits in descending order: Mexico. United States, Colombia, Spain, Argentina, Perú, Costa Rica, Guatemala, Venezuela, Ecuador, Chile, Uruguay, Cuba, Panamá, Brazil, Dominican Republic, Honduras and Paraguay.

TikTok (In-App Report)

On January 1, 2023, the publication of content began. Today it has 538 followers.

Instagram (Report from the app)

Like TikTok, the account began to broadcast informative videos on January 1, 2023, and currently has 233 followers

Emails received 394

Calls received 196

WhatsApp (Report from the application)

The line opened on March 23, 2023, and currently has 232 people registered. Information is published daily in the status and between one and two publications are sent weekly directly to the distribution list (this list does not allow members to have access to each other's contact information, thus respecting and safeguarding their anonymity).

Likewise, some questions are received that are sent to espanol@coda.org to be answered according to the established protocol and some very specific ones are answered directly. Participation in different activities is also promoted and some audio testimonies are received for brief experiences.

Translation Subcommittee of the Outreach Committee

The Translation Subcommittee has constantly worked on updating the coda.org/es website.

It is worth mentioning that the site has a significant delay in updating due to the constant flow of information and permanent changes to the site, as well as the lack of members serving on the Subcommittee, the above has resulted in the delay, which we are in the process of updating.

The Translation Subcommittee has supported Editorial CoRe on several occasions in the translation and updating of documents into Spanish when requested.

During CSC 2023, the Translation Subcommittee's objective was to provide timely information about the development of the CSC as well as all previous information to both the CSC and the ICC in the different media run by SPO.

Members:

Blanca F. from Southern California

Adriana A. from Colombia

Elba A. and Monica R. from Mexico

Fernando C. from Northern California

World Connections Committee

Members (list each by first name, last initial):

Carole T CoDA Canada

Claire CoDA France

Sandra H CoDA France

Sara L CoDA Iceland

Mohsen A CoDA Iran

Aoibheann CoDA Ireland

Rosanna

R CoDA Italy

Mila O CoDA Latvia

Anna S CoDA Russia

Leane G CoDA Ontario

Ana RC CoDA Portugal

Pouria Z CoDA Tehran

Jeanne J Communications

Roman A Russia Online

Mehdi H Tehran Intergroup

Debra D Delegate Relations

Florence CoDA Teen
Gerry B Outreach
Elba C
Tatiana St Petersburg, Russia
Kate MB CoDA Russia

Discussion Items:

- Helped CoDA world **connect literature stores** around the world (countries like Canada, Russia, Iran).
- WCC has had more **contacts** in the past year
- Invited people to attend the **AI interpretation session** – useful feedback was provided
- **International Representation and Growth:** Tracking the progress and development of CoDA groups worldwide, particularly in regions like Iran, Canada, France, Portugal, Uganda, Iceland, Latvia, and Finland, indicates the global expansion and importance of the organization's outreach efforts. Various intergroups are facing unique challenges and making progress in their regions, such as obtaining grants, addressing communication issues, and increasing membership.
- **Meeting Accessibility and Language Interpretation:** we discussed issues related to international meeting accessibility, particularly regarding language interpretation for international events like the CoDA Service Conference (CSC) and International CoDA Convention (ICC).
- **Upcoming Workshops and Committee Needs:** We highlighted upcoming events like the 2024 Sponsorship Workshop and identified

needs for Regional Service Representatives (RSRs) in various regions.

- **Progress and Concerns for international fellowship:**
 - Progress is noted in setting up translation programs by the Translations Management Coordinator (TMC).
 - Concerns regarding protecting bank account information were resolved.
 - Challenges with international sanctions persist, hindering financial support and translation grants to the international fellowship.
 - Voting Entity Liaison is coordinating with the international delegates to inform delegate package and Eventbrite registration are live.
- **Voting Entity/Intergroup Reports collaboration with CSC Prep Group:** We have achieved an agreement to enhance the efficiency of submitting and scheduling the CSC international Voting Entities (VE)/Intergroup reports. The streamlined process improves coordination between various entities and simplifies the submission of VE reports to the CoDA Events Committee (CEC).
- **We encouraged our members to participate in the Delegate Relations Committee (DRC)**
- **Helping Develop CoDA Literature in other languages:**
 - Iran: requested translated '**Meeting Materials**' be added to coda.org; an email to webmaster@coda.org went out;
 - WCC followed up on the **Publication Grant** procedure with TMC@coda.org;
 - Interested in further information regarding the addition of **international literature stores** to coda.org followed by an email to webmaster@coda.org and info@coda.org
- We requested the Web Liaison to add Countries that manage their own meetings to the **International meetings list**.
- **Elections**
 - **Chair**
 - **No Chair** till Sep 2023
 - **Pouria Z** – Sep 2023 – Feb 2024
 - **Roman A** – Jun 2024 – till now
 - **Vice-Chair**
 - **Roman A** till Jun 2024
 - **Jeanne J** – since Jun 2024

- **Secretary –**
 - **Carole T** – till Jun 2024
 - **Leane G** – since Jun 2024