**CoDA 1st Quarter Service Report for 2022**

Co-Dependents Anonymous, Inc.  Hereinafter "CoDA, Inc." or simply "CoDA"

PO Box 33577, Phoenix, AZ 85067 602-277-7991 or 888-444-2359 [www.coda.org](http://www.coda.org/)

**CoDA Board**

Board of Trustees

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.

To support and live the mission of the Board of Trustees, the Board continued to concentrate on WEBSITE, SERVICE, FINANCE, and EFFICIENCY.

The Board met virtually twice a month this quarter for regular meetings. The 1st Saturday of the month is a public meeting, The 3rd Sunday of the month is the Board's Workgroup meeting. We also meet virtually to update the Strategic Plan.

**WEBSITE:**

The Web Liaison continues to work on issues with the website CoDA.org:

* Americans with Disabilities Act (ADA for US) and Web Content Accessibility Guide (WCGA for European guidelines) compliance, in effect.
Note: This item has been completed. Our website was brought into compliance and the company that the Board hired will continue to monitor and maintain our compliance.
* Site map for coda.org website;
* Meeting Search Issues (Time Zone Strategy);
* Member Resources page;
* Meeting app: We are working on creating a meeting app for your “smart devices” to search and locate meetings via the app.

**SERVICE:**

* **CoDA Teen Task Force:**

Intent to create a meeting starter packet as well as establish a webpage dedicated to the CoDA teen and young adults.

The Task Force split into English and Spanish groups to update the material in each language.

The CoDA Teen Task Force will submit the meeting starter packet and/or other pertinent literature/materials to the 2022 CoDA Service Conference (CSC) for consideration and motion vote.

You can contact the Task Force via CoDATeen@CoDA.org. Florence is the Board Liaison.

* **“Building CoDA Community: Healthy Meetings Matter” Booklet:** We made a motion to make it available as a free downloadable piece of literature. Next step is implementation of the free download.
* **Awareness Campaign:** A general information flier to be created and included with CoRe shipments.

**FINANCE:**

Please see this page of the website for more detail explaining how to make online Seventh Tradition donations at all levels of the CoDA structure:

<https://coda.org/guidelines-to-coda-digital-donations/>

As a financial update, during Q1 2022:

CoDA increased funds on hand from $551,530.79 at the end of Q4 2021 to

 $579,816.79 at the end of Q1 2022, an increase of approximately 5%

CoDA received from CoRe $42,745.68 in royalties\*

CoDA received $8304.57 in 7th Tradition donations.

Note: Due to the time lag between when CoDA Resource Publishing (CoRe) mails the check to CoDA, CoDA receives and deposits the check, CoRe’s figures may not agree with CoDA’s.

**EFFICIENCY**

* **Meetings & Concierge Services (MCS):** 2022 Contract renewal was approved and executed.
* **Fellowship Service Manual (FSM) updates:** New Fellowship Service Worker (FSW) is being trained to update/maintain the FSM.

The Board can be reached at Board@CoDA.org

**Board Members:**Chair - Gail S, Nevada; Vice Chair - Yaniv S – Israel; Secretary - Faith J, ON, Canada; Treasurer - Barbara D, NorCal;
**Alternate Board Members:**  Katherine T (#1), Arizona and Florence F. (#2), Maryland.

FELLOWSHIP SERVICES WORKER / ADMIN.

I am Joan, a recovering codependent, and so lucky to say that I am one of CoDA’s “special workers” referenced in Tradition Eight. As our office is virtual, I work by myself but I stay in communication with our standing committees when opportunities arise, with my Board liaison, and happily with our Fellowship far and wide. Some of this quarter’s missive from me will have both new and repeated information.

I am very busy, there are more and more members calling or sending in emails to meetings@coda.org. Most emails are requesting updates, but many members are asking questions about how to form intergroups, hold business/group conscience meetings, sharing about something that is going on in their meeting that they may be uneasy about, and more. An issue that several members have been in touch about is the use of non-CoDA Conference endorsed literature at their meetings. This is a subject the Fellowship has been grappling with for years.

As you know, CoDA, like many Fellowships, lists meetings under two categories: “Open” or “Closed.” I can tell you that the “Closed” designation constantly causes confusion for newcomers and even among our established membership. Often, folks will think that the meeting is no longer meeting! Even though the special instructions field on a meeting which has labeled itself as closed most often explains what “Closed” means, folks do not always read the special instructions. Very often a group uses the “Closed” label to mean that the meeting does not want observers, such as students, mental health workers, nurses, who wish to attend to experience a CoDA meeting for schooling or professional reasons. Is it time to consider changing the terminology? Read on for some more information relative to listings.

Here is a brand new feature available when listing a meeting on [www.coda.org](http://www.coda.org) . If a meeting wishes to be included under both face-to-face listings AND online listings, it is now possible!! Of course, they are known as HYBRID meetings, and that very label is now listed under “Meeting Type” along with the other choices: face-to-face, phone, online.

Whether you are augmenting a F2F record with online details or registering an online group, it is super important to make sure that you send in the precise online link (known as a url). Even if you do not want the link displayed on the listing of your meeting and instead ask that folks email or text to receive the link and/or password, the true link has to be submitted when first being registered or when asking that the F2F record include the announcement that the group is meeting virtually.

Another very important facet of listing your meeting is to include at least one contact who is willing to have their phone and email displayed on meeting listing. Two contacts are even better.

When you want to inquire about or update a specific meeting, please send in the CoDA Meeting ID#. The CoDA Meeting ID# is the best way for me to make sure I am giving you the right information or that I am updating the correct record. The form of the CoDA Meeting ID# for face-to-face (F2F) meetings in the US begins with a US State abbreviation and is followed by numerals (i.e. NY212), for F2F meetings outside of the US, those begin with a capital W then the country ID and then numerals (i.e. WMX001). For online and phone meetings the ID# begins with WW and then 3 numerals. ***Many members are sending me the zoom meeting ID#, and that does not make it possible to locate a meeting record.***

There are more and more 7th Tradition contributions coming in through PayPal. If you wish to specify that a contribution is from a particular group, you can note the CoDA Meeting ID# in any of the fields in which PayPal allows typing. When sending contributions through the US mail, please make checks or money orders payable in one of these two ways: CoDA, Inc., or Co-Dependents Anonymous, Inc. When other terms are used (such as Fellowship Services, or CoDA office, or CoDA world service, or CoDA National), I sadly have to return the check and cause you more effort!! It is also great when you mark the CoDA Group ID# on the check or money order. By the way, there is no part of the US service structure known as CoDA National, but in many of the countries in which we have meetings, there is a part of those service structures labeled CoDA National, but not in the US.

With respect and gratitude,

Joan. Fellowship Service Worker in our virtual office

**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. 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 all past announcements from the 7 public lists in our archives here: <https://www.codependents.org/coda_email_lists.htm> . 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 04/03/22 are as follows:

CoDA Announcements: 6742 (up from 6646 on 01/06/22)

Co-NNections
Weekly Reading List: 13,345 (up from 13,071 on 01/06/22)

QSR List: 3548 (up from 3526 on 01/06/22)

Hospitals & Institutions List: 3035 (up from 3005 on 01/06/22)

Events 5348 (up from 5005 on 01/06/22)

Group Representative List: 2596 (up from 2518 on 01/06/22)

Fellowship Forum Reminder 2119 (up from 1867 on 01/06/22)

Our open rate has increased on many of our mailings to 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:

1. Please check the spelling of your email address carefully. Many subscriptions fail with a message that the email address does not exist.
2. Please check the spam filters 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.
3. 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 01/06/22 – 04/03/22, 26 announcements were sent out on the CoDA General Announcements 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 facilitate the CoDA Service Conference (CSC) Prep Work Group; working alongside the Events Chair, the Voting Entity Liaison, and the Work Group’s Board Liaison. We are planning the 2022 service Conference for you as I write this. Watch for new webpages on coda.org & Conference emails coming soon!

I continue to manage the CoDA YouTube channel: [**https://www.youtube.com/channel/UC0oWXZDpoVdKbyJ0YDh1zTQ**](https://www.youtube.com/channel/UC0oWXZDpoVdKbyJ0YDh1zTQ)

We’ve copied almost all known CoDA audio files to You Tube as videos in the last quarter. We currently have 72 “videos”, and 707 subscribers. We’ve also sorted the You Tube videos by “playlist” (Categories):

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

As of April 4, 2022 we are the #1 hit in You Tube's Search Engine for Co-Dependents Anonymous & #2 for Codependents Anonymous!

If any intergroups or CoDA entitles have audio or video (without showing faces) that you think might be useful on our You Tube channel, please email or send by one of the file transfer companies to codalist@coda.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.

Since the last QSR, The Board has added 1 new duty to my list:

Making sure that Committee minutes and manuals are posted and available to the fellowship, & keeping track of the number of members of each committee.

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 am continuing to learn more to be effective managing the CoDA.org email system. I compile the QSR that you are reading. I assist CoDA volunteers & members with tech issues and part of my duties include creating a quarterly “local CoDA events” announcement which has been largely on hold due to the pandemic.

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@coda.org

In Service,

Geff R

CoDA Fellowship Service Worker/Email List Coordinator

Board Liaison, Gail S. (Nevada)

**CoDA Resource Publishing (CoRe)**

The CoRe Board conducted monthly business meeting in January and March. They completed 2 – ½ Strategic Planning Meeting.

**Literature Printed and / or Reprinted-** English Language

Peeling the Onion Pamphlet

Communication & Recovery Pamphlet

**Coins & Medallions**

Medallions (Years): 2, 8, 12, 13,14, 31, & 36

Coins (Months): 2 & 6

**2022 Royalties Paid to CoDA**

January - $13,962.00

February- $8,520.00

March -$12,144.51

Total 1st Qtr:

**Free Literature Distributed (Kathy)**

Sent out 4 Starter Kits in January to meetings in Utah, NY, Virginia, and California, and 1 Starter Kit on February 2, 2022, to Virginia.

*\*“Starter Kit” is a collection of CoDA endorsed literature, retail value of $35.00, which is sent to new (startup) CoDA meetings in the US at no charge.*

**English Electronic Publications (aka EPubs).**

These publications were converted to electronic publication and submitted to Amazon and iTunes:

4101 Newcomers Handbook, 4021 Peeling the Onion, 4024 The Twelve-Piece Relationship Toolkit, 4016 Tools for Recovery, and 4103 Twelve Steps Handbook

(The Spanish epubs were created last year which can be found on corepublications.org.)

**Adult Coloring book** Spanish Version has been completed and sent to print.

**Quantity Discount for “In This Moment English and Spanish”**

In an effort to reduce individual handling charges, case price discounts have been created.



**Reduced Price for CoDA Pocket Blue Book**

The price of the CoDA Pocket Blue Book has been reduced in an effort to stimulate sales. The number of Pocket Blue Books (English) sold per year is about 1,405 units, whereas, the CoDA Blue Book units sold were 8,171. CoRe will evaluate whether or not future price reductions might be helpful.



**Policies & Procedure Manual**

Version 3 completed.

2022  **Board of Trustees:**

Yvonne K (NorCal) – Chair

Annie S (MA) – Vice Chair

Kathy H (PA) – Treasurer

Open – Secretary

Ritchard I (Canada) – Trustee

**Communications Committee**

Communication Committee includes three subcommittees:

**AVM (audio/visual/media)** – We have several volunteers and one project in the works, hoping to have it ready by the end of the month.

**CET (CoDA Email Team)** – The Communications Email team are 5 volunteers (two days are open to be filled) who have responded to 213 emails in the first quarter

**C-Phone (CoDA Phone)** – The Communications phone team is full with 7 volunteers responding to 78 calls in the first quarter

**Fellowship Forum** – This is a monthly event sponsored by our committee.

What is the CoDA Fellowship Forum?
<https://coda.org/meeting-materials/coda-fellowship-forum/>

The CoDA Fellowship Forums include:
Speaker Presentations
Round Robin Discussions
Question and Answer sessions

Link to Fellowship Forum recordings: <https://www.codependents.org/ff/ff.htm>

You can sign up for Fellowship Forum email notifications, which includes announcement of the next topic, Zoom login and timely reminders:
<https://codependents.org/cgi-bin/dada/mail.cgi/list/ffenglish/>

Communication Committee members – Mary (chair), Jeanne (secretary)

AVM: J, Adam, Kaga, Mary, Richard, Darren, Dayle, William, Kim

C-phone: Raul, Michele, Dayle, Chris, Charlotte, Daniel, Linda

CET: Raul, Krista, Dayle, Chris, Lizzie, Mary

Fellowship Forum (part of the main committee): David, James

Board Liaison: Gail, Back up: Katherine

**Co-NNections Committee**

The Co-NNections Committee works to inspire the fellowship through publication of the Weekly Reading (WR) and Meeting in Print (MiP). We encourage the fellowship to submit new, inspirational articles relating to recovery from codependency. Weekly Readings are firsthand CoDA recovery narratives up to 500 words while Meeting in Print contains longer personal stories, poetry and images . To subscribe to the readings, scroll to the bottom of the coda.org homepage and check the box for “CoDA Weekly Readings Reminder”.

What’s new: The committee has 4 members at the time of this writing.

This quarter, Caryn T. was elected to Chairperson of the parent committee. Laurel H, Don B. and Resa G. have all stepped down and we thank them for their years of service. Caryn T. and Jim H. are acting as temporary chairs of MiP and WR, respectively.

The Committee is seeking volunteers to review and edit submissions and occasionally correspond with authors for both Weekly Readings (WR) and Meeting in Print (MiP). When an article is not accepted in its original form, a member of the subcommittee may offer to help the author edit their story to meet our guidelines for publication.

This quarter, the WR subcommittee emailed fellowship recovery stories each week. WR has  over 13,000 subscribers. Recent Weekly Readings can be viewed here: [**https://coda.org/co-nnections-recovery-stories/**](https://coda.org/co-nnections-recovery-stories/)

Meeting in Print is published and posted quarterly on the website.The latest issue can be found here: <https://coda.org/meeting-in-print/>

Everyone has a story that can help a suffering codependent. At this time, we’re encouraging trusted servants in the Fellowship to submit content about the value of healthy meetings and the benefits of being of service. For more details or to submit a recovery story for either WR or MiP, please go to [coda.org/submit-your-story/](https://coda.org/submit-your-story/).

Members:

Caryn T., Colorado (Co-NN chair & temp MiP Chair)

Alison J., Florida (editor in chief)

Jim H., SoCal (temp WR chair)

Lila F., New York

Board Liaisons:

Joe R., Guatemala

Katherine T., Arizona

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**Events Committee**

The Events committee welcomed two new members, Pam L and Holly C. Two members did have to step away from the committee.

The 2022 CSC and ICC will be in Rapid City, South Dakota. It will be a hybrid event in person and a virtual option for remote delegate participation, starting with a participant orientation and welcome reception on August 21 then business from August 22 – 25, 2022. An in-person ICC will follow August 26 – 28, 2022. More information is on [World Service Events - CoDA.org.](https://coda.org/world-service-events/)

We have contracted with VW Tapes to provide audio/visual assistance at this year’s CSC and record all the workshops and speakers at ICC. VW Tapes provided this service at the last few CSC/ICC. New this year is that VW Tapes will only record at ICC. CoDA will be selling the ICC workshop and speakers. We will be working with CoRe to offer the items for sale.

We have also been working on hotels for the 2023 CSC in the Houston, TX area. We sent out a request for proposal to a company to work on behalf of CoDA to gather hotel prospects.

We are currently accepting applications for workshop leaders or speakers for our convention (ICC). Please write to iccworkshops@coda.org.

Be on the lookout in the coming months for communications on CSC and ICC. Registration is open at 2022codaconvention.eventbrite.com. Please register as early as you can. This really helps with planning. ICC Early Bird registration ends June 30, 2022.

We are always looking for new members for our committee. If you have a desire for service and want to participate in putting on our events, please write to events@coda.org.

Yours In Service,

CoDA Events Committee

**Members:** Chair: Kevin M.- NY, Current Members: Kathy H.- PA, Florence F.- MD, Carole T. - Ontario, Lorraine K. - GA, Shaf - Great Britain, Pam L – Minnesota, Holly H - Nevada, Barbara D. - NorCAL (Board Liaison),

**Finance Committee**

The Finance Committee met 3 times by Zoom, focusing mostly on defining our criteria to select a financial advisor for advice on how to invest the surplus of our funds consistently with our Investment Policy.

* Here are the year-end financial results for CoDA Inc.:

|  |  |  |
| --- | --- | --- |
| *as of 3/31/2021*  | Actual    | Budget  |
| YTD Income    | $ 15,632    | $18,672  |
| YTD Expenses    | $ 8,828    | $33,940  |
| YTD Net Income    | $ 6,804    | -$15,406  |
| Cash on hand   | $579,000     | N/A   |

Our committee has also:

* Commpleted a draft of a CoDA Treasurer’s Handbook to assist new groups in managing their Treasurer function.
* Agreed on recommended actions for the Treasurer to implement our approved Investment Policy.
* Agreed on our selection criteria for a financial advisor to help us safely invest surplus funds as described in the approved Investment Policy.
* Distributed the “How to Use the CoDA Travel Agent” Procedure to CoDA Chairs and reviewed with them dring their Chairs Forum.
* We announced that our cash on hand keeps growing and requested all CoDA Chairs consider additional projects to help reach the still suffering.

We have several additional projects and need volunteers to assist us. We are actively seeking new members to assist on projects.

NEW Committee Liaison List:

|  |  |  |  |
| --- | --- | --- | --- |
| Committee | Primary | Backup | F2F Rotation |
| Board  | Lou | Rob | N/A |
| Communications | Rob | Tina | 2024 - 3rd |
| Connections | Marily | Lou | 2023 - 2nd |
| Events | Lou | Rob | 2023 - 3rd |
| Finance | Rob | Lou | 2024 - 2nd |
| Hospitals and Institutions (H&I) | Rob | Judi | 2023 - 1st |
| IMC | Judi | Rob | 2022 - 1st |
| Literature | Tina | Judi | 2023 - 4th |
| Outreach | Lou | Tina | 2024 - 1st |
| Service Structure (SSC) | Rob | Rob | 2022 - 2nd |
| Spanish Outreach | Rob | Judi | 2024 - 4th |
| Translation Management (TMC) | Judi | Lou | 2022 - 4th |
| World Connections (WCC) | Rob | Lou | 2022 - 3rd |

Respectfully submitted,

Rob O, Marily, Judi, Tina and Lou L, members

Barbara, treasurer and Board Liaison; Gail S., back-up Board Liaison

**Hospitals & Institutions Committee (H&I)**

**Hospitals & Institutions (H&I)** **Committee**

In the 1st quarter of 2022, the Hospitals & Institutions Committee held virtual (ZOOM) meetings every 3rd Thursday of the month at 5 PM (ET). Meetings were well attended. We continue to update our website, maintain “Books for Inmates and Institutions” and correspondence with inmates and institutions who contact us.

**We are working on:**

* Completing the updating of the Inmate Sponsorship Program
* Updating our database with information from our online survey, which facilitates communication between trusted servants, the H&I Committee, and facilities.

**Face to Face Goals April 8 to 10**

* Finalize the Inmate Sponsorship Program updates.
* Update the Policy and Procedures Manual.
* First quarter QSR.
* Develop a presentation package to use for initial contact with Institutions. Our goal is to guide and make recommendations to members to facilitate gaining access to institutions and contacts, to make CoDA literature, materials, and related resources available for inmates and other institutions.

**Email and Postal Secretary Report:**

This quarter, we received 70 requests (9 were emails) requesting books or information, 29 of whom were in one rehab facility. Eight of the email requests were from 4 rehabs, 3 of which requested libraries. The remainder were in correctional facilities. 44 were first-time contacts from a total of 13 institutions, 7 of which were new.

In addition to the email request regarding literature, we received and responded to three other email inquiries.

**The Books for Inmates and Institutions Program** received a total of $107.00 in donations this quarter.

**Sponsorship Coordinator Report** In the first quarter we paired two female sponsees with sponsors. Paired two male sponsees with sponsors. There are two male inmates waiting for over six months. We received a letter from a male inmate, requesting a sponsor, but he has not returned the form yet. When we sent out our request for sponsors, we got all-female volunteers, one did take a male sponsee, and she also got a woman.

**Literature Distribution Report**

|  |
| --- |
| **H&I Literature Report 1st Quarter, 2022**  |
| Piece of Literature  | Jan | Feb | March | Q1 Total |
| Co-Dependents Anonymous Book  | 42 | 34 | 28 | 104 |
| Co-Dependents Anonymous Pocket Book-SP  |   |   | 20 | 20 |
| 12 Steps & 12 Traditions Workbook  | 6 | 12 | 5 | 23 |
| 12 Steps & 12 Traditions Workbook-SP  |   |   | 10 | 10 |
| Standard Packet  | 4 | 1 | 6 | 11 |
| Standard Packet-SP  |   |   |   |   |
| Institutional Meeting Handbook  | 2 |  | 2 | 4 |
| In This Moment\*  |  | 1 | 1 | 2 |
| CoDA Meeting Handbook/MSP  |   |   |   |   |
|  |  | 10 | 1 | 11 |
| Library in Spanish  |   |   | 10 | 10 |
| Other  |   | 1 | 1 | 2 |
| TOTAL  | 54 | 59 | 84 | 197 |
| Cost for literature (+ shipping)  | $251.39 | $318.59 | $379.41 | $949.39 |

**Committee members:**

Terry D. CT Chair

Kathy L. IL Postal mail Corresponding Secretary

Lou L. IL Literature Distribution Coordinator

Jim K. PA Sponsorship Coordinator

david a. NY member at large

Gillian A. UK member at large

Kate F. UK member at large

Carrie B. KS Literature Distribution in training

Faith J. CA Board Liaison

Yaniv S. Israel Board Liaison back-up

**Issues & Mediation Committee (IMC)**

The Issues Meditation Committee meets by teleconference call on the third Sunday of each month. We use Zoom.us as the platform for our meetings.

We are looking into options for a Face to Face (F2F) this year and tentatively are looking at the third weekend in June or July. Voting Entity Liaison (VEL) has begun meeting monthly with CSC 2022 Prep Team which is earlier than previous years in order to help prepare this year’s delegates. We are currently in need of a Vice-Chair. We invite those that are past or present CSC delegates to let us know if you intend to apply for IMC service. Please consider joining our IMC family of choice.

**IMC Mediations and VE Requests:**

* Received one case of an ‘unhealthy’ meeting. The Board advised they would take over for further action.
* Alternative Format Meetings – we are working with several CoDA members who have served as delegates for this VE and/or regularly participate in these meetings. The goal is to hold a business meeting as we work together to establish processes so that members from AFM may nominate and vote on delegates for participation at yearly CSC.
* Assisting the State of Virginia in forming a Voting Entity for participation at CSC 2022.

**Discussions/Plans:**

* Synergy Project – The purpose of this project is to clarify Voting Entity (VE) concerns and help in CoDA unity. This includes Voting Entity Structure options and Frequently Asked Questions (FAQ) for new VEs and IMC related issues. As it develops, additional pieces to include a Toolkit for new IMC members and additional collaboration with the Chairs Forum.
* Cross-training for members in the IMC roles:
	+ VEL
	+ Public Minutes
	+ Budget
	+ VEI Tracker
	+ QSRs
	+ Synergy Project
	+ Toolkit
	+ FAQs
	+ Setting up Monthly Meetings and Agenda
* Within VE structure, create ‘How to Attract Individuals to become a Delegate’ for service at CSC

**VOTING ENTITY ISSUES (VEI’s):**

**Arizona Health Guidelines 2021 – Assigned to Board**

Health recommendation for mask and other related guidance in FSM. Board posted this information/link on coda.org. <https://coda.org/coda-meeting-news-covid-19/> Nothing will be added to the FSM. **Board response received so this VEI will be removed from future QSRs.**

**SoCal Healing Prayer 2021 – Assigned to Literature Committee.** Move that CSC endorses as a CoDA approved prayer to be included in CoDA literature. *Higher Power, Thank you for pulling up this memory. It’s a painful one. Thank you for starting to uncover this part of me. Higher Power, I welcome your healing light to shine on all corners of this memory so that I can love this part of me, too.* **Communications ongoing with Literature Committee and SoCal CoDA Board/delegates. Request is pending for a Literature Committee motion for CSC 2022.**

**Canada Inclusive Language VEI 2021 – Assigned to Board.** Similar to 2020 Arizona Preamble VEI and 2021 Georgia Preamble VEI but for all CoDA literature, documents, media, etc. The Arizona and Georgia VEIs were assigned to Communications and combined in a motion CSC 2021. It *did not pass*. However on the last day, the Arizona VE presented new business as yet another Preamble motion directly to CSC. That one was *passed* but is not a VEI because it was presented direct to CSC. But, this Canada Inclusive Language VEI is about more than just the Preamble. **Canada’s VEI to be presented as a motion at CSC 2022 by the Board.**

IMC can be reached at IMC@coda.org

Yours in Service, IMC MEMBERS:
Darlene H.(OH - Ohio) (**Chair)**

Vacant **(Vice Chair)**
Steve S. (FL - Florida)

Chris J (IL - Illinois) (**VEL – Voting Entity Liaison)**

Gillian A (U.K.)

Laurie C (GA -Georgia) (**Vice-VEL – Voting Entity Liaison)**

Shannon O (Canada)

Jorge B (Guadalajara)

Carmen (Las Vegas)

Board Liaison: Katherine T.

Back up Board Liaison: Florence F.

**Literature Committee**

CLC continues to meet monthly as a committee for a two hour Zoom call. Each member has been working independently and in one or more small group project. Project groups have been meeting weekly to discuss, write, and edit. The final group conscience includes the full committee.

**Ongoing projects worked on this quarter:**

***Growing up in CoDA****:*New book about becoming emotionally mature and inner child work. We plan to bring it to CSC in 2023 for endorsement.

***Twelve Steps and Twelve Traditions Workbook,***

Many improvements are being made as well as edits and the addition of the existing prayers for each Step and new prayers for each Tradition. We plan to bring it to CSC in 2023 for endorsement.

***Story Gatherers***:

Longer stories, like the ones in our basic text, *Co-Dependents Anonymous. S*tories solicited from long term CoDA members, some from outside of the US.Some stories are older and may be updated. Working on getting copyrights. This project is on hold for now.

***Lighting Our Path: Meditations for Recovering Codependents***

We are asking for more submissions from the Fellowship, as well as writing some within the committee. We plan to hold a writing workshop at 2022 CSC.

**Working on light reprint editing**

*Co-Dependents Anonymous*

Working with TX VEI: *Patterns and Characteristics of Codependency and Recovery* for the website

**Follow up on 2021 CSC endorsed documents:**

**Prayers for the *Twelve Traditions***:
Edits were made with the full CLC group conscience. Prayers to be added to the new edition of *The Twelve Steps & Twelve Traditions Workbook.* Willpresent as a service piece to be posted on the website at 2022 CSC to replace previously endorsed prayers.

***Codependency and Recovery: The Differences*:**

The Board is still reviewing legal ownership.

***The Longer Serenity Prayer:***

The Board is still reviewing legal ownership.

**Other**

We reviewed the copyright assignment procedure with the CoDA Board

We are in discussion about hiring special workers for professional developmental editing and book design for our three current books projects

We created a procedure for processing literature submitted by VEs. Currently in discussion with the CoDA Board

Committee members: Abbey, Alyse, Barbara, Gillian, Karen D, Karen T, Leslie, Teresa, Sara (Secretary), Terry (Chair)

We have lost three members: Hannah, Lisa, and Terry Ann.

Board Liaisons: Faith, Florence

**Outreach Committee**

During the 1st Quarter of 2022, 1/1/22 through 3/31/22, the Outreach Committee revised the Anonymity and Social Media Policy. The current policy was approved by CoDA Service Conference in 2021, but remained wordy and redundant. The revised policy will be presented as a motion as CSC 2022 by Communications Committee in conjunction with Outreach.

Outreach has updated regular and alternative meeting formats that will be posted on the website. Outreach workgroup is collecting ideas for online meeting formats to be made into templates. The Web Liaison has been contacted regarding development of a drop-down menu in the Outreach Resource Guide, and a site map for CoDA.org website to facilitate accessing resources for the World Fellowship.

Outreach has been informed that Sponsorship@CoDA email alias is currently being forwarded to the Communications subcommittee atinfo@coda.org who has the list from the last CoDA Service Conference (CSC) of willing sponsors. Question was raised regarding whether this list includes World CoDA fellowship.

Outreach and CoRE will approach the Board about inserting a printed, multi-color CoDA Newsletter beyond CoDA Announcements into each literature order.

Jay G continues as the Chair and Secretary. Sharon B. will help as co-chair. Our Board Liaison is Yaniv S, and Faith J is backup. The plan is to have a new co-Chair for the August, 2022 CoDA Service Conference, and this will happen during our May, 2022 Outreach meeting.

The Outreach Committee meets monthly and meeting is scheduled on the second Thursday of each month from 5-6:30 pm Eastern/ 2-3:30 pm Pacific using Zoom or phone.

6 Members: Jay G. (Pennsylvania, U.S.) Chair, Sharon B. (British Columbia, Canada) Co-chair, Gerry B. (British Columbia, Canada), James K. (Pennsylvania, U.S.), Byrle S. (Arkansas, U.S.), Gillian (U.K.), Tina C (Virginia, U.S.), Yaniv S. (Board Liaison), and Faith J. (Board Liaison backup).

**Spanish Outreach Committee (SPO)**

Comité de Divulgación

Servicio de contestación de correo: **79** correos contestados, más2 envíos de información por WhatsApp para compañeras en Argentina y Uruguay que llamaron a la línea telefónica

Servicio de contestación de llamadas: **57** llamadas devueltas, incluso 7 desde otros países: dos desde España, dos de México, una de Ecuador más las dos arriba mencionadas del Cono Sur que se contestaron por escrito.

Listado de anuncios:

6 anuncios enviados; 2331 correos abiertos por los usuarios; 207 clics

709 suscriptores

Total de visitas al sitio web del comité, divulgacioncoda:

9294 visitas en todo el sitio

2666 usuarios visitaron el sitio

Páginas con más tráfico en orden descendente: Inicio, Literatura, Reuniones, Talleres Vuelvo a sonreír, Foro mensual, Reuniones alternativas, Experiencias en audios, Grupos presenciales, Calendario.

YouTube:

8 videos subidos; 3193 vistas de todos los videos del canal; 663 suscriptores

El Comité de Divulgación ha dado continuidad al Foro mensual, alternando este con Cine Foro, podcast e inclusive una mesa redonda.

Próximamente se alterna con otros dos proyectos más.

Los audios de "Breves experiencias" que se comparten en el canal de YouTube van aumentando sus visitas.

Se está desarrollando en tiempo y forma el proyecto "Folletos de descarga gratuita en audio"

Miembros – Nadia R/Argentina, Mónica R/México, Adriana A/Colombia, Blanca F/So Cal, Linda A/So Cal

Subcomité de Traducciones

El Subcomité de Traducciones recibió la solicitud de revisar el ***Manual de Servicios de la Fraternidad*** por lo que se convocó a una reunión para abordar los pormenores de esta revisión.

En paralelo se propuso organizar una agenda para retomar la revisión y traducción de documentos faltantes en el sitio web, por lo cual se convocó a una reunión para la revisión de la logística a seguir en el próximo trimestre.

Se está brindando apoyo para revisión del ***Libro para Colorear*** en su versión al Español.

Por solicitud de la Custodia encargada de reavivar a CoDA Teen, se les pidió a los dos traductores apoyo en la traducción de documentos al inglés. Para ello se tuvo dos reuniones con ellos para brindarles información y la dinámica a seguir.

Fecha de reuniones

25 Febrero Revisión ***Manual de Servicios de la Fraternidad***

16 Marzo Revisión agenda para trabajar sitio web

25 Marzo Solicitud a Gabriela y Arturo para apoyar el proyecto

 CoDA Teen

31 Marzo Reunión para brindar información y la dinámica a seguir

 en el proyecto CoDA Teen.

Miembros - Mónica R, Coordinadora Subcomité de Traducciones, Connie M D/México, Linda A/So Cal

**Spanish Outreach**

79 emails were answered as well as 2 informational replies via WhatsApp for colleagues in Argentina and Uruguay who called CoDA’s phone line.

57 phone calls were answered, including 7 from other countries (2 each from Spain and Mexico, 1 each from Ecuador, Argentina and Uruguay) that were answered either by a former or present committee member living in that country, or via WhatsApp.

Announcements List:

6 announcements sent; 2331 emails opened by users; 207 clicks

709 subscribers

Total visits to the committee’s website, divulgacioncoda:

9294 visits to the entire site; 2666 members visited the site

Pages with the most traffic, in descending order of visits: Home, Literature, Meetings, Workshops via Vuelvo a Sonreír Meeting, Monthly Forum, Alternative meetings, Audio Experiences, Face to Face Meetings, Calendar

YouTube:

8 videos posted; 3193 views of all the videos on the channel; 663 subscribers

The **Monthly Informational Forum for Codependents**, held on the fourth Sunday of the month at 10am California time, has diversified its presentations. These now range from the occasional **Cinema Forum** (in January) to a **Memes-based Forum** (in February) that provided a humorous approach to recovery topics, and a **Round Table** on How to Open a CoDA Meeting. Other formats include a **Coffee Hour Podcast** and an upcoming video **Game** Forum.

**Brief Experiences** are collections of short (1 to 2 minute) recordings from different CoDA members published every two weeks on themes such as *Self-abusive thoughts; Bottom-line Behaviors; Dealing with the Jealousies that Overwhelm Me* and *How do I deal with my emotions and unreal expectations during the holidays?* The number of visitors to this site is growing.

An ongoing project is the recording of freely downloadable CoDA items, so that people may listen to them being read by members of the Fellowship. Eventually, other activities are planned around those recordings.

**Members**: Nadia R/Argentina, Mónica R/Mexico, Adriana A/Colombia, Blanca F/SoCal, Linda A/SoCal

Translation Subcommittee

After this Subcommittee was asked to revise the ***Fellowship Service Manual***, a meeting was held to consider how to pursue that project.

Meanwhile, another meeting was held concerning the resumption of the review and translation of documents to be posted on the Spanish CoDA website, and to plan how to follow up on this in the next quarter.

This committee also supported the editing of the translation of the ***Coloring Book*** to Spanish.

At the request of the Trustee charged with reviving CoDA Teen, CoDA’s two Spanish translators were asked to translate revised documents into English. Two meetings were held to inform the translators about this project.

**Meeting dates**

February 25 Revision of the ***Fellowship Service Manual***

March 16 Review the agenda for work on the translation of the website

March 25 Ask the translators to support the CoDA Teen Project

March 31 Meeting to provide information and consider how to support

 the CoDA Teen project

**Members**: Mónica R/Mexico, Chair; Connie M D/Mexico, Linda A/SoCal

**SSC Committee**

SSC during its March 29th Zoom call put forth the following motion.

Motion: The Service Structure Committee moves to dissolve itself as a standing committee and present a motion to dissolve at the 2022 CoDA Service Conference.

Motion passed Unanimously.

Per the committee’s request, the Board hired a Fellowship Service Worker (FSW) to update (and correct any errors) of the Fellowship Service Manual (FSM). We felt that there was not enough reason for the standing committee to continue. The Chairs Forum has beautifully taken on more of an advisory role, thus our mission statement no longer applies:

Service Structure Committee Mission Statement: The Service Structure Committee’s function is to serve the will of the Fellowship and to serve in an advisory capacity to the CoDA Service Conference, Board of Trustees, and other service entities regarding service structure and the foundation documents. This includes maintaining CoDA fundamental structural documents, including the Fellowship Service Manual (FSM), the 12 Steps, the 12 Traditions, the 12 Twelve Concepts, the Welcome, the Preamble, and other documents, as directed by the CoDA Service Conference (CSC).

Respectfully submitted: Members; Judi T., MA . Debbie M., New Brunswick CA. Dee Dee, TX. Dave S., PA, Chair.

2021-2022 Board Liaisons; Primary - Gail S, NV. Backup - Yaniv S, Israel.

**Translation Management Committee (TMC)**

At the upcoming conference TMC will be putting forward a motion to dissolve the “Translation Management Committee” as the translation outreach and copyright contractual work is moved to a “fellowship service worker”.

We are currently working with Brenda M (FSW) and Katherine T (Board liaison) to transfer the TMC policy and procedures.

Intent:

to Acknowledge:

* The need for fellowship service worker to perform administrative and legal Contractual work.
* TMC work is overseen by the CoDA board. TMC is not an initiator of its own work.
* Need to move Committee Work to the corporate side of CoDA as overseen by the board in its fiduciary responsibility.

TMC will continue to meet twice a month.

* Regular committee meeting
	+ Regular business and planning
* Workgroup meeting
	+ Creating and/or improving on our documentation and processes.
	+ Prioritizing what information is most important to pass on.
	+ Introduce Countries working with TMC to the changes that will be taking place

The Translation Management Committee (TMC) will continue to manage the legal documentation necessary for CoDA to protect and maintain its intellectual property rights where translation and publication of CoDA materials are concerned until full transition has taken place.

**We do not translate**!

Translations are done by volunteers within each country, with support by TMC.
Support includes necessary legal paperwork, guidelines, suggestions, and electronic documents required for translating.

Requests to Translate\* and/or Publish & Distribute CoDA materials should be sent to tmc@coda.org.

*\*A Translation Agreement does not give permission to publish; nor does a Publication and Distribution Agreement give permission to translate.*

**Current Activities**

* 14 countries have Publishing and Distribution agreements and a further 14 *countries are in process of translating and initiating legal requirements.*

TMC is working with the following Countries:

1. Mexico

2. France

3. Portugal

4. Israel

5. The Netherlands

6. Russia

7. Canada

8. Iran

Note: We apologize to the The Netherlands for the error in the previous QSR referring to The Netherlands as Dutch

* TMC is meeting with the board liaison and fellowship service worker weekly to work on policies and procedures and legal documentation.

As always, we continue welcome any people interested in assisting countries to translate and/or publish and distributing CoDA literature to contact us at tmc@coda.org.

TMC will continue to maintain the service necessary to assist countries as this

Contact us at tmc@coda.org.

Current Members

Crystal Z – USA – chair
Sue – England
Tatiana K – Russia
Gerry B - Canada

Board Liaison - Katherine T - USA
Backup Liaison: Jose – Mexico

**World Connections Committee (WCC)**

WCC Purpose

* Connect with worldwide groups & members to collaborate by broadening the “experience, strength and hope” between worldwide voting entities, Co-Dependents Anonymous Inc. (CoDA) and the rest of the Fellowship.
* Collaborate with groups and members to exchange information and expertise with voting entities, as well as the CoDA, Inc. Board and committees.
* Act as a bridge and conduit of information for new voting entities, intergroups or individual meetings who desire a connection with CoDA, Inc.
* Collaborate, disseminate and gain information concerning the fellowship needs and pass pertinent information on to appropriate sources.

WCC Goals

* Maintain and increase contact information with worldwide voting entities as well as areas where there is no formal CoDA structure.
* Support other countries/voting entities in CoDA development and growth and encourage forming Intergroups and Voting Entities thereby increasing participation and representation at the CoDA, Inc.. level.
* Provide information and awareness concerning CoDA, Inc.. Board of Trustees, CoRe (literature and publishing), standing committees and service structure, as well as increased familiarity with the Fellowship Services Manual, Service Concepts and website navigation.
* Share information on topics and interact with members.
* Increase awareness of cultural and language similarities and differences throughout CoDA to assist in reaching out to the rest of the Fellowship.
* Utilize information from country/voting entity reports, and email comments to identify needs which are prioritized by group conscience.

WCC Ongoing Business:

1. WCC intent to hold a strategic development event or series of events originally scheduled for Q1 2021 is revised to Q2 2022 to streamline and improve the onboarding of liaisons, connecting, training and assisting in developing meeting level, intergroup and voting entity level.
2. Recruitment and liaison development continues. Moving forward with recruiting Liaisons and receiving reports from Liaison of each country connected to WCC and offering support - the latest line up of members by role and region/country follows.
3. WCC continues to receive inquiries from interested parties wanting to start CoDA meetings, connect their country or region and participate at voting entity level
4. At World Committees level, continues to increase awareness of cultural and language similarities and differences throughout CoDA to provide inclusive services, ie website: accessibility by languages, suggestions so CoDA World can be easily found in other countries web searches.

WCC Highlights for Q1:

* Progress being made in United Kingdom for Neurodiversity Fellowship and CoDA Teen.
* Internal learning and continuous improvements continue.

WCC Participation and Member Recruitment

WCC welcomes people interested in working together with CoDA World from their country of CoDA fellowship or language representation to increase the world representation at the world level and find support in their country or area.

WCC Committee Leadership:

|  |  |
| --- | --- |
| Kris K. | Chair |
| John D. | Vice Chair |
| Carole T. | Secretary |
| Jeanne B. | Liaison - Outreach |
| Florence F. | Liaison – CoDA Board |
| Jose | Liaison – CoDA Board (Alternate) |
| OPEN | Liaison(s) to other committees |

WCC Regional Service Representative (RSR) Status

|  |  |
| --- | --- |
| ACTIVE | Norwegian Language |
| ACTIVE | NZ for Japanese language |
| ACTIVE | United Kingdom |
| ACTIVE | Ukraine |
| ACTIVE | Iran |
| ACTIVE | Italy |
| ACTIVE | Russia |
| ACTIVE | German language |
| ACTIVE | Taiwan |
| ACTIVE | UAE (Dubai) |
| UNDER CONSIDERATION | Uganda |
| UNDER CONSIDERATION | Brazil |

WCC Contact Reference:

* Contact WCC at wccchair@coda.org
* Link to WCC at CoDA.org:

<https://coda.org/service-info/world-connections-committee-wcc/>