

# CoDA 4th Quarter Service Report for 2021

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

PO Box 33577, Phoenix, AZ 85067

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## CoDA Board

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 met virtually 3 times to update the Strategic Plan.

### WEBSITE:

Our Web Liaison continued to work on issues with the website CoDA.org:

- Meeting Search Issues (Time Zone Strategy);
- Intergroup/VE updates & Member Resources page;
- Americans with Disabilities Act (ADA for US) and Web Content Accessibility Guide (WCGA for European guidelines) compliance;
- COVID-19 information for meetings on website;
- Site map for coda.org website;
- CSC approved Canada VE (Voting Entity) literature: Should be uploaded soon. This was delayed due to formatting that the Board found necessary to do. In the future all formatting of new literature will be done by CoDA Literature Committee (CLC).

## SERVICE:

- **CoDA Teen Task Force:**

The Task Force will meet again on January 13, 2022. There are currently approximately 10 interested members. Spanish Outreach (SPO) is working on translating the old materials. The UK is looking into legal guidelines/requirements. The intent will be to create a meeting starter packet as well as establish a webpage dedicated to the CoDA teen and young adults.

You can contact the Task Force via [CoDATeen@CoDA.org](mailto:CoDATeen@CoDA.org). Florence is the Board Liaison.

The CoDA Teen Task Force will bring the meeting starter packet and/or other pertinent literature/materials back to the 2022 CoDA Service Conference for a vote.

- **Sponsorship@CoDA email alias** is currently being forwarded to our Communications subcommittee at [info@codas.org](mailto:info@codas.org) who has the list from the last CoDA Service Conference (CSC) of willing sponsors.

- **CoDAthon:** our Fellowship Service Worker Geff coordinated this year's Holiday online meetings.

This year with the help of many CoDA meetings, we significantly expanded the CoDA-Thon. In the past, it's basically been 3 phone meetings carrying the entire load. This year, a number of internet meetings joined in. We plan to repeat it in the future and hopefully we can get Thanksgiving Day included in the annual plan.

Total CoDA meetings participating: 38

Total meetings held during the CoDA-Thon: 97

- **An interpretation company** was hired for SPO (Spanish Outreach), to aid in being able to fully participate in the Chairs Forum and CoDA Teen task force without any language barriers.

## 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://codas.org/guidelines-to-coda-digital-donations/>

During the 4th Quarter, we:

- Increased funds on hand from \$536,381.99 at the end of Q3 to \$551,530.79 at the end of Q4, an increase of approximately 2.8%
- Received from CoRe \$28,598.58 in royalties\*
- Received \$21,470 in 7th Tradition donations.

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

## **EFFICIENCY**

- Our **Motions Database** is in the process of being upgraded.
- **New Fellowship Service Worker:** The Board has approved the hiring of a new Fellowship Service Worker (FSW) since the 2021 CoDA Service Conference (CSC) for clerical support to assist World Service committees. 9 candidates were interviewed, one was chosen and hired.
- **Orphan aliases:** 6 of them have been deleted, including BoardOnly@CoDA.org.

The Board can be reached at [Board@CoDA.org](mailto: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 / 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](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 01/06/22 are as follows:

CoDA Announcements:	6646 (up from 6609 on 10/06/21)
Co-NNections	
Weekly Reading List:	13,071 (up from 12,787 on 10/06/21)
QSR List:	3526 (up from 3501 on 10/06/21)
Hospitals & Institutions List:	3005 (up from 2988 on 10/06/21)
Events	5005 (up from 4729 on 10/06/21)
Group Representative List:	2518 (down from 2544 on 10/06/21)
Fellowship Forum Reminder	1867 (up from 1584 on 10/06/21)

Our email open rate seems to average between 30-35%, which is above industry standards.

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 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.
- 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 10/07/21 – 01/06/22, 31 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 now 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 also 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 plan to start back up in January 2021.

The Board has added 3 new duties to my list:

1) Managing the CoDA YouTube channel:

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

2) Coordinating the expanded CoDA-Thon holiday meetings;

3) Managing the coda.org email alias changes.

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 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](mailto: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 had its normal monthly conference call meetings each month.

We are planning our 2 – ½ day 2022 Strategic Planning Meeting for February 2022.

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

Tools for Recovery

Peeling the Onion

### **Coins & Medallions**

3 Year

6 Year

3 Month

### **2021 Royalties Paid to CoDA**

October: \$9,355.10,

November: \$8,115.22,

December: \$20,363.51

Total 4th Qtr: \$37,833.84

**2021** YTD Royalties Paid: \$159,039.00

To Compare **2020** YTD Royalties Paid: \$145,651.00

2021 7th Tradition Donations YTD - \$0.00

### **Free Literature Distributed (Kathy)**

CoRe sent 12 English Starter Kits

*\*"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.*

**EPubs** – In progress: Epub availability for the top 5 selling English booklets. Spanish Epubs were created last year which can be found on [corepublications.org](http://corepublications.org).)

**Adult Coloring book** - Arrives at warehouse 1/28/22.

**Spanish Audio Book** is available on [corepublications.com](http://corepublications.com)

**2020 – 2021 Board of Trustees:**

Yvonne K (NorCal) – Chair

Annie S (MA) – Vice Chair

Kathy H (PA) – Treasurer

Judy O (FL) – Secretary

Ritchard I (Canada) – Trustee

**Communications Committee**

As we bring 2021 to a close, we are happy to report that Communications has had a busy 3 months! We have 3 sub-committees: Audio/Visual/Media (AVM), CoDA Phone team (c-phone), and CoDA Email team (CET). The Fellowship Forum is contained within the general committee functions.

C-Phone answered 93 calls this quarter, to assist those in the fellowship. The volunteers are: Chris, Raul, Jen, Dayle, Daniel, Charlotte, and Linda.

CET responded to 285 emails from the fellowship. The volunteers are: Patrice, Chris, Raul, Krista, Dayle and Lizzie.

The Fellowship Forum meets for 1-hour on the last Saturday of the month with a different topic for each meeting. Topic suggestions can come from a Meeting Speaker, participating members and the meeting Host. Since it is a forum, the format of the meeting provides a chance for sharing on the meeting topic, Q&A and comments. By Group Conscience the audio portion of each meeting is posted at

<https://www.codependents.org/ff/ff.htm>. The Fellowship Forum is linked from the CoDA.org website at: <https://coda.org/meeting-materials/coda-fellowship-forum/>.

And a sign-up for FF Reminders is available at:

<https://codependents.org/cgi-bin/dada/mail.cgi/list/ffenglish>. The forum will

continue its service to the fellowship in the coming year. Please consider

joining an FF meeting sometime in 2022. If you have topics you would like

to hear about, or if you would like to share on a topic, please contact



[comm@coda.org](mailto:comm@coda.org) and put “Fellowship Forum” in the subject. Fellowship Forum volunteers are James K and David A.

The AVM has reset, starting over with many new members, and is in the first stages of their process. We are very excited about the endless possibilities this new area allows! AVM is also working on creating more announcements for the fellowship. The volunteers for AVM are: Chris, Kaga, Jaclyn, Roman, Robin, JW, John.

We are grateful for this opportunity to serve the fellowship and look forward to another wonderful Year!

In service,

Mary, Comm Chair

## **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, poems and art. 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 6 members at the time of this writing.

At this time the parent committee does not have a chair; we are rotating the position on a monthly basis. Please use [connections@coda.org](mailto:connections@coda.org) to communicate with the committee as a whole.

The Committee is seeking volunteers to edit submissions and 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 volunteer to help the author edit their story to meet our guidelines for publication.

This quarter, the WR subcommittee emailed fellowship recovery stories each week. As of late December 2021, we have over 13,000 subscribers. Recent Weekly Readings can be viewed here: <https://coda.org/co-nnections-recovery-stories/>.

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

Everyone has a story that can help another codependent. 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 (WR Chair)  
Resa G., Minnesota (MIP Chair)  
Alison J., Florida  
Don B., SoCal  
Jim H., SoCal  
Laurel H., Utah

## **Events Committee**

A new member, Tonya B had to step away from events to focus on other matters. But we did receive an application from Pam L in Minnesota. She will hopefully be joining Events in January.

With the new members, we have been deciding all the positions within Events to get ready for CSC and ICC. The 2022 CSC and ICC will be in Rapid City, South Dakota for the 2022 CSC and ICC. The 2022 CSC will be held both in person and virtually (hybrid) from August 22 – 25, 2022. An in-person ICC will follow August 26 – 28, 2022. More information is now on [World Service Events - CoDA.org](https://www.coda.org/world-service-events).

We have been working with Rapid City Host Committee, answering their questions and getting them up to speed on what the Host Committee typically provides. We also did decide to have Lisa J (formerly Lisa B) as Facilitator again this year for CSC. Thank you, Lisa!

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

**Members:** Chair: Kevin M.- NY, Current Members: Kathy H.- PA, Florence F.- MD, Carole T. - Ontario, Lorraine K. - GA, Shaf - Great Britain, Deb M. - VA, Sasika F. - Germany, Barbara D. - NorCAL (Board Liaison), Kris K. - Turkey (WCC Liaison)

## Finance Committee

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

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

As of 12/31/2021	Actual	Budget
YTD Income	\$ 223,428	\$203,692
YTD Expenses	\$ 119,971	\$253,374
YTD Net Income	\$ 103,457	-\$49,682
Cash on hand	\$ 555,296	N/A

Our committee has also:

- Further developed a draft of a CoDA Treasurer's Handbook to assist new groups in managing their Treasurer function.
- Agreed on recommended wording for suggested donations to maximize 7<sup>th</sup> tradition donations and minimize IRS audits.
- We discussed and agreed on several minor typographical errors or clarifications in the Expense Reimbursement Policy
- We reviewed and approved a "How to Use the CoDA Travel Agent" Procedure and will distribute this in 1<sup>st</sup> Quarter 2022, well ahead of the upcoming CSC.

- 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)**

In the 4<sup>th</sup> quarter of 2021, the Hospitals & Institutions Committee held virtual (ZOOM) meetings every 3<sup>rd</sup> Thursday of the month at 5 PM (ET) and attendance was good.

We continue to update our website, maintain “Books for Inmates and Institutions” and correspondence with inmates and institutions who contact us. Also, we have received correspondence from members in other countries interested in being of service to codependent in their respective prisons and residential facilities where attendance at, open to the public, meetings is not possible, or restricted. We recommend inquiries from those countries to develop their own H&I Committee, understanding that such institutions and facilities, perforce, each have their own regulations sure to differ with the United States. Not to mention geopolitical and jurisdictional issues that are certain to exist. Based on our own experiences with state-to-state and facility-to-facility differences in the USA, we encourage those from other countries to reach out to the U.S. H&I Committee for guidance and to share experience, strength, and hope. You are welcome to join our meetings. Contact the H&I Committee Chairperson at [hospchair@coda.org](mailto:hospchair@coda.org), to obtain our ZOOM meeting information.

### **We are working on:**

- Completing the updating of the Inmate Sponsorship Program
- Updating our database which facilitates the communication between trusted servants, the H&I Committee, and facilities.
- Developing a presentation package to use for initial contact with Institutions. Our goal is to guide and make recommendations to members facilitating 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 36 requests (3 were emails) requesting books or information for a total of 64 people, the 31 of whom were in rehab facilities. The remainder were in correctional facilities. 51 were first-time contacts from a total of 16 institutions, 6 of which were new. The Books for Inmates and Institutions Program received a total of \$623.00 in donations this quarter.

### **Sponsorship Coordinator Report**

In the fourth quarter we received 9 completed requests for sponsors and 0 requests from current sponsees to get new sponsors.

## Literature Distribution Report

H&I Literature Report 4th Quarter	Oct	Nov	Dec	Q4 Total	2021 Total
Piece of Literature					
Co-Dependents Anonymous Book	5	2	9	16	109
Co-Dependents Anonymous Pocket Book-SP					4
12 Steps & 12 Traditions Workbook	5	2	8	15	60
12 Steps & 12 Traditions Workbook-SP					4
Standard Packet	4	2	3	9	32
Standard Packet-SP					2
Institutional Meeting Handbook	1	2	2	5	12
In This Moment*	1	1		2	12
CoDA Meeting Handbook/MSP					0
Library in English (Includes "In This Moment"*)					3
Library in Spanish					1
Other					30
TOTAL	16	9	22	47	269
Cost for literature (+ shipping)	\$ 80.46	\$32.32	\$ 124.41	\$ 237.19	\$1,165.72

### **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	member at large
Faith J.	Canada	Board Liaison
Yaniv S.	Israel	Board Liaison back-up

## **Issues & Mediation Committee (IMC)**

The Issues Mediation 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) in 2022. No definitive plans yet. Voting Entity Liaison (VEL) is starting CSC processes in January to begin earlier than usual lead-time to help prepare this year's delegates. We are currently in need of a Vice-Chair. Please consider joining us at CSC 2022.

### **IMC Mediations:**

A number of grievances had been sent initially to the CoDA Board Chair & former IMC Chair. These cases and others had made their way into the IMC inbox. Since October 2021, there have been 6 submissions to the IMC requesting acknowledgement and help. These 6 matters have all been addressed and closed. Between July & September 2021, 3 other cases had been closed to the satisfaction of CoDA members and groups who have submitted grievances.

### **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
- 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.

<https://coda.org/coda-meeting-news-covid-19/>

**Arizona Preamble VEI 2020-01** – Assigned to Literature Committee, then Service Structure Committee, and now Communications. Motion did not pass at 2021 CSC:

2021 CSC Motion: Update the CoDA Preamble with one change to the first sentence. The suggestion is a change in the first line by replacing the language stating “men and women” with the word “people.” Although this motion did not pass, another motion was brought directly to CSC during New Business and is being considered for 2022 CSC. It is not a VEI for IMC to track in the future.

Note: This VEI will be removed from future QSRs.

**Georgia Preamble VEI 2021** – Assigned to Communications. Motion did not pass at 2021 CSC.

Similar to 2020 Arizona Preamble VEI but with different wording. Although this motion did not pass, another motion was brought directly to CSC during New Business and is being considered for 2022 CSC. It is not a VEI for IMC to track in the future.

Note: This VEI will be removed from future QSRs.



**Arizona Tradition Eleven VEI 2020-04** – Assigned to Service Structure Committee. Was presented as 2020 CSC motion and again as 2021 CSC motion. Motion approved for updated Tradition Eleven: Our public relations policy is based on attraction rather than promotion; we need always maintain personal anonymity at the level of press, radio, films, television, and all other public forms of communication. VEI accepted.

Note: This VEI will be removed from future QSRs.

**Texas Meeting Handbook VEI 2020-01** – Assigned to Literature Committee but has been “resubmitted” for consideration at 2022 CSC. 2020 motion will be expired in 2021 and Board denied resubmission. Texas will need to do a new submission in 2022.

2021 CSC Motion presented by Literature Committee Motion: Updating with proposed request: MEETING HANDBOOK Tab-In the "Recovery Patterns" packet, there are 2 columns. The first says "Codependents often" and the 2nd says "In Recovery." For some reason, these are said from 2 different perspectives.

Note: Literature Committee 2020 GC was to accept to work on this issue in the coming year and to bring a motion to resolve the confused presentation at the 2021 CSC. CLC thought it was withdrawn, but it was miscommunication and now VE and CLC are requesting more time and to be presented at 2022 CSC.

There was some confusion if it was withdrawn or will be presented at 2022 CSC as a Literature motion or directly from Texas as a VE Literature motion. Texas and/or CLC to work on updating the literature piece and resubmit when ready.

IMC believes Texas will resubmit at 2022 CSC as a VE Literature motion, which are not tracked by IMC.

Note: 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.*

Note: Update pending from Literature Committee.

**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.

Note: Update pending from Board.

IMC can be reached at [IMC@coda.org](mailto: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)**

Dan B – Sudbury, Ontario, Canada

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 and Back up Board Liaison: Florence

## **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.

We held a retreat on October 16<sup>th</sup> and 17<sup>th</sup> where completed a group inventory and discussed the projects and priorities for this year. It was very productive and fun.

### **Ongoing projects worked on this quarter:**

#### ***Growing up in CoDA:***

New book about becoming emotionally mature and inner child work. Planning to bring to CSC in 2022 for endorsement.

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

Many edits and additions, including the addition of CoDA prayers for each Step and new prayers for the Tradition. Plan to present at 2022 CSC.

#### **Proposed New Daily Reader:**

The work has started, expected to be a multi-year project.

#### ***Story Gatherers:***

Longer stories, like the ones in our basic text, *Co-Dependents Anonymous*. Stories solicited from long term CoDA members, some from outside the US, are still coming in. Some stories are older and may be updated. Working on getting copyrights.

### **Completed light reprint editing:**

What is CoDA?

Tools for Recovery

Peeling the Onion

## **Other**

Reviewed the copyright assignment procedure.

Proposal submitted to CoDA Board to hire special workers for professional editing and illustrating, for the three new books we are working on.

Creating a new procedure for processing literature submitted by Voting Entities (VE) to CSC.

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

### **Prayers for the *Twelve Traditions*:**

Written by CLC, presented as a service piece to be posted on the website, planning to make edits and resubmit in 2022 with revised workbook.

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

The Board is still reviewing legal ownership.

### **The Longer Serenity Prayer:**

The Board is still reviewing legal ownership.

## **Other follow up:**

### **Patterns and Characteristics list on website, Texas VE motion:**

Previously withdrawn CSC motion to be brought to CSC 2022.

Committee members: Abbey, Alyse, Barbara, Gillian, Hannah, Karen D, Karen T, Leslie, Lisa J, Teresa, Terry Ann, New member: Tindi, Sara (Secretary), Terry (Chair)

Board Liaisons: Faith, Florence

## **Outreach Committee**

During the 4th quarter of 2021, 10/1/21 through 12/31/21, the Outreach Committee completed the contact of all the US meetings to update their meeting on the CoDA.org website. We have been working with H&I to develop outreach programs within hospitals, prisons and other correction-based programs. We are also working with the CoDA International Fellowship to develop an understanding of their needs regarding institutions and medical facilities.

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 Outreach Resource Guide was completely edited and revised.

Outreach focus group will work to review and revise the “CoDA Guidelines for Anonymity in Social Media”. When the focus group has approved a draft of the guidelines, Outreach will work with Communications Committee to present the revised version at CSC 2022.

Outreach is exploring CoDA.org website options to improve clarity of the drop-down menu, especially within the Outreach Resource Guide.

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 Chair for the August, 2022 CoDA Conference in South Dakota, and this will happen during our May, 2022 Outreach meeting.

The Outreach Committee meets monthly and meeting was changed to 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.), Yaniv S. (Board Liaison), and Faith J. (Board Liaison backup).

## Spanish Outreach Committee (SPO)

Spanish Outreach's tasks include answering calls to the CoDA Spanish phone line and emails, organizing the Monthly Informational Forum for Codependents, the Cinema Forum and the Coffee Hour podcast, as well as translations, via the Translation Subcommittee.

### The Committee answered:

- 36 calls, including requests to join phone meetings and requests for information on how to enter alternative groups on the Skype or Zoom platforms.
- 100 emails

### Spanish Outreach met 20 times, on the following dates:

October 6<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup>, 17<sup>th</sup>, 21<sup>st</sup>, 23<sup>rd</sup>, 29<sup>th</sup> and 30<sup>th</sup>

November 3<sup>rd</sup>, 14<sup>th</sup>, 20<sup>th</sup>, 22<sup>nd</sup>, 25<sup>th</sup> and 28<sup>th</sup>

December 4<sup>th</sup>, 8<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup>, 22<sup>nd</sup> and 24<sup>th</sup>

### The most important activities were:

- Adding a third activity to the monthly cyclical activities: the *Monthly Informational Forum for Codependents*, the *Cinema Forum* and now the *Coffee Hour* podcast.
- Create and post bimonthly messages from members from all parts of Spanish-speaking CoDA on YouTube, *Brief Experiences*
- Translations (see the "Report from the Translations Subcommittee", below)
- Collaborate with the CoDA Founders, Ken and Mary, to publish a New Year's message from them
- Cooperate with various Intergroups and a Voting Entity to publish an "End of Year" message from them.

### Analysis

**Announcements:** 8 Announcements - 6295 emails received, 1971 emails opened; 158 clicks; 664 subscribed, 15 unsubscribed

**YouTube Channel:** 14 videos published; 413 subscribed, 3552 views of the videos published

**Website divulgacioncoda.org:** 2565 visits to the site, 9616 total visits to the site

### **Report from the Translation Subcommittee, Oct. to Dec. 2021**

We met three times: Nov. 3<sup>rd</sup> and 6<sup>th</sup> and Dec. 10<sup>th</sup>

The translation of the website has been delayed while the subcommittee works on translating an up-to-date version of the Fellowship Service Manual FSM.

New members joined the Translation Subcommittee.

The CoDA Teen documents sent to SPO by Florence were translated and we learned that those documents would have to be revised.

The Subcommittee met with the webmaster Carlos and the web liaison Florence to explain why the translation of the website has been postponed and to point out those pages where translation errors prevent understanding.

SPO sought approval for the webmaster, Carlos, to be shown how to make changes that are, at this time, the sole purview of the web designer.

In service,

Mónica R.

Chair, Translation Subcommittee

MEMBERS: Nadia R/Argentina, Mónica R/México, Adriana A/Colombia, Blanca F/SoCal and Linda A/SoCal

MEMBERS of the subcommittee: Connie M/México and Chema B/Spain

Board Liaisons: Bárbara D and Florence H

### **SSC Committee**

The CoDA Service Structure Committee meets virtually each month on the last Tuesday of each month at 7PM Eastern Time and is always looking for potential members to join our committee. We look to make the dry “fun”.

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.

We thank Evie for her service in updating the Fellowship Service Manual (FSM) after the last CSC with our Board Liaison and SSC oversight. Evie, until recently, was a long-standing member of SSC, who maintained the FSM updates and needed corrections. The CoDA Board of Trustees recently hired an additional Fellowship Service Worker; one of their new duties will be to maintain and update the FSM per instruction and review by their assigned Board Liaison.

Our committee is currently reviewing our SSC Policies and Procedures Manual which includes possibly adding wording from the 2021 CSC Motion which defined the 7 Foundational Documents:

- 1) Twelve Steps;
- 2) Twelve Traditions;
- 3) Twelve Service Concepts;
- 4) Twelve CoDA Promises;
- 5&6) CoDA Welcome (long and short version);
- 7) CoDA Preamble.

Respectfully submitted by Dave S, SSC chair

Members:

Dave S., PA; Judi T., MA; Debbie M., New Brunswick Canada

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



## Translation Management Committee (TMC)

TMC meets twice a month.

- Regular committee meeting
  - Regular business and planning
- Workgroup meeting
  - Creating and/or improving on our documentation and processes.

The Translation Management Committee (TMC) continues 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
- Respond to and educate the CoDA Fellowship's queries about Translation and Publication & Distribution of CoDA copyrighted materials
- Define and refine its procedures and put them in writing.
- Rotate members responding to emails.
- Continues to explore options for electronic publishing while protecting CoDA's copyrights.

TMC:

Meets as a separate workgroup in addition to a formal committee meeting to:

- Create an instructional handbook for committee members
- Compile lists of suggestions for those translating and publishing
- Expand information in the current Policies and Procedures (P&P)

We invite those interested in knowing more of what we do. You are welcome to join us for the first half hour of the work group. The work group meets on the last Saturday of the month at 12 pm Eastern Time.

Email [tmc@codas.org](mailto:tmc@codas.org) for a zoom link.

## **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@codas.org](mailto:tmc@codas.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. Dutch
  6. Russia
  7. Canada
  8. Iran
- TMC is meeting with the board (2 by 2) monthly to work on policies and procedures.
- Training of TMC members is ongoing.

- Canada has 9 translated documents available in French and 3 electronic eBooks in the French language and two eBooks in the Russian language.
- Russia is very active in translating and have 15 items translated including the coloring book.

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

We also welcome anyone who is detail and legal document oriented and interested in helping spread the CoDA word throughout the world to join TMC.

Contact us at [tmc@coda.org](mailto:tmc@coda.org).

## Members

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

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

## **World Connections Committee (WCC)**

The World Connections Committee (WCC) continues to:

- Connect with worldwide groups & members to collaborate by broadening the “experience, strength and hope” between worldwide voting entities and Co-Dependents Anonymous Inc.
- 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 Liaison Status:

Norwegian language: Active

New Zealand for Japanese language: Active

United Kingdom: Active

Ukraine: Active

Iran: Active

Italy: Active

Russia: Active

German language: Active

Taiwan: Active

UAE (Dubai): Active

### Changes and continuance:

1. Recruitment and liaison development continues. Moving forward with recruiting Liaisons and receiving reports from Liaison of each country connected to WCC and offering support
2. WCC intent to hold a strategic development event or series of events in Q1 2021 to streamline the onboarding of liaisons, connecting, training and assisting in developing meeting level, intergroup and voting entity level.

3. WCC Chair attended Chairs Forum December 2021 and chaired first Chairs Forum in January 2022
4. WCC Chair attended first CoDA Public Board of Trustees meeting December 2021
5. WCC continues to receive inquiries from interested parties wanting to start CoDA meetings, connect their country or region and participate at voting entity level
6. At World Committees level, continues to increase awareness of cultural and language similarities and differences throughout CoDA to provide inclusive services, i.e., website: accessibility by languages, suggestions so CoDA World can be easily found in other countries web searches

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 also welcome anyone who has technical skills that would contribute reaching the rest of the Fellowship not yet connected to CoDA World.

Contact WCC at [wccchair@codas.org](mailto:wccchair@codas.org)

#### Members:

Kris K, Ukraine - Chair on medical leave  
John D., USA – Vice Chair and current acting chair  
Carole T., Secretary - Canada  
Jeanne B. USA

#### Liaisons:

Cammie – Norwegian language

Helmut R., New Zealand for Japanese language

Hanna H., UK

Margareta K., Ukraine

Pouria Z., Iran

Rossana, Italy

Sasha P., Russia

Saskia R., German language

Board Liaisons:

Florence F. – USA

Alternate: Jose – Mexico

Reference:

Link to WCC at CoDA.org:

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