

# Minutes of the San Diego County CoDA Business Meeting

February 20, 2021

Present: Diane P., Laurine, Michelle, Tina, Sharleene, Nathan, Susan, Erin, Gary, Nancy, Csilla, Sonya, Isis, Mika, Marlene, Rick

The meeting was called to order at 10:00 a.m. by Diane, Community Rep. The CoDA Opening prayer was recited. Diane asked if there was anyone new to the meeting and explained that the meeting has two parts consisting of officer/chair reports, and new business where motions and discussion items are addressed. She also said that any questions can be put in the Zoom chat portion. Introductions were made. Diane read the Intention Statement and the Second Service Concept. Sharleene read the Twelfth Tradition.

## Officer/Chair Reports:

**Diane, Community Rep:** Diane welcomed all to the meeting and introduced the newly elected officers. She informed the group of the currently open positions that need to be filled. Susan H has resigned from the Treasurer position. Diane would reprise the use of an agenda and welcome letter for newcomers for our upcoming meetings.

**Michelle, Parliamentarian:** Michelle explained that the Community Meeting is conducted in accordance with the 12 Traditions, group conscience, and Roberts Rules of Order. Any member in CoDA is welcome to attend this meeting and has a voice. However, only Group Service Reps (GSRs) and most officers and chairpersons can vote. A quorum is reached when 30% of the total number of meetings has a representative at the meeting. Michelle also said that anyone having a motion or discussion item, can write it in the Zoom chat box.

**Csilla, Secretary:** I emailed copies of the December minutes, along with an updated phone list and asked for additions or corrections. If you didn't get the minutes or need to be added to the phone list, please let me know in the chat portion and hopefully I'll remember to look there!!! We will vote to approve the minutes after the break.

**Susan, Treasurer:** Susan gave the following report:

Total Bank Accounts	\$18178.44
Total Liabilities and Equities Profit and Loss	\$463.00
January Total Income	\$202.00

This is Susan's last meeting as Treasurer. She will work with the incoming treasurer to ensure a smooth transition. She thanked Sonya for her help in getting bank statements in a timely fashion.

**Marlene, Regional Representative: Marlene gave the following report:**

Communication was received from a meeting in the TVCC area that a virtual meeting attendee was disseminating non-CODA information at an official CODA meeting. This person, Victoria, requested the meeting phone list for the purposes of selling her own fee-based services to co-dependents via her website. This information was passed along to the SoCal Chair who in turn passed it up the chain for review and possible action. Victoria was informed by a meeting attendee that her actions were inappropriate at which time she apologized. Marlene checked Victoria's website and it no longer references official CODA information. The situation has been effectively deescalated.

**Laurine, Alt. Reg. Rep: no report**

**Newsletter:** Open

**Workshops, Panels, and Seminars:** Open

**Sonya, Public Information Mail: Sonya gave the following report:**

Laurine and Sonya were able to get to the post office to add Sonya's name to the account. Names were requested to be removed but no confirmation was received. Diane has not been added but she and Sonya will arrange a time to do so. Mail was collected twice; the first batch was delivered to Susan directly and the second was scanned and emailed to her.

**Gary, Public Information Phones: Gary gave the following report:**

There were no calls as we do not currently have a phone.

**Mika, Hospitals and Institutions: Mika gave the following report:**

Mika will be disseminating introductory pamphlets to local social workers and crisis houses. She has spoken to Frank to ask for his guidance as the previous officer in this position.

**Outreach:** Open

**Tina, Activities: Tina gave the following report:**

The Valentine making activity was fun and successful with a handful of attendees. There were also a few attendees for the monthly How to Deal with being in a Pandemic as a CoDependent seminar. Tina will be discontinuing this seminar due to low attendance.

**Sharleene, Literature: Sharlene gave the following report:**

January sales of \$348.15, petty cash on hand of \$110.00, a core order placed in the amount of \$641.56 with \$2385.00 in inventory. Introductory pamphlets will be made available to H & I for their use due to a previous over-purchase.

**Joe, Webmaster:** Absent

**Laurine, Insurance ad hoc committee: Laurine gave the following report:**

For next year we will be paying the insurance premium in full to avoid additional service charges.

**Michelle, Email ad hoc: Michelle gave the following report:**

Flyers were created for the current open positions and the extended elections.

**GSR Reports:**

Isis reported continuing large attendance of 45-50 people per meeting. The Serenity Shop has closed permanently and the search has begun for a new in-person location when public safety allows.

Sonya reported that a member of her meeting has volunteered to write a "This month in Boundaries" column for the newsletter and requested that whomever is in charge of the newsletter get in touch to connect with this member.

Nancy reported that she had been in contact with CODA World to update her meeting's information. CODA World would like to hear from each group to confirm that their information is correct. Nancy also reported attending a Zoom activity with one of the North County groups and wondered if it couldn't be made available to all of the meetings.

Mika reported that her meeting has re-written their meeting script to include 7<sup>th</sup> tradition. They are working to improve low donations.

Sharleen, as Conference Facilities chair for the 2021 SoCal Conference reported that the conference will be held in June and that it will be virtual. More information will be upcoming.

Break was called at 10:47am.

The meeting resumed at 10:57am. It was determined that we have 26 meetings and require 8 to make quorum. Roll call was taken and quorum was met by 14 voting members.

The parliamentarian reiterated the procedure for submitting motions and discussion items.

Approval of the minutes: Michelle made a motion to approve the January minutes and Isis seconded the motion. The voting was as follows: Yes – 11; No – 0; Abstentions – 2. The minutes were approved as written.

### **Old Business:**

**Open positions:** Michelle listed the currently open positions of Alternative Community Representative, Treasurer, Recording Secretary, Workshops, Meetings and Seminars, and Outreach. There were no volunteers for these positions. Also open was Newsletter which Csilla volunteered to fill along with Isis taking on the mailing list portion of the job. Michelle made a motion to approve Csilla and Isis jointly filling the Newsletter and Mailing List role and Gary seconded the motion. The voting was as follows: Yes – unanimous.

**By-Law Changes:** it was once again decided that by-law language and potential changes be tabled for further discussion.

**SDCCoDA phone number:** Gary would like to use his person phone number on the SD and SoCal websites until such a time as a more permanent low-cost option can be implemented. Michelle made a motion to approve Gary's use of his personal phone number on the websites until another option can be devised. Sharleen seconded the motion. The voting was as follows: Yes – unanimous.

### **New Business**

Michelle brought up a discussion item regarding the positions of Webmaster and Treasurer and whether they might be best filled by a paid professional worker rather than a volunteer. Sharleen commented that our current webmaster, Joe is paid by SoCal CoDA and has indicated he would be willing to fulfill such a position with SDCCoDA as well. She volunteered to reach out to him to obtain a proposal for services from Joe. Nancy and Isis agreed that the webmaster position is a skilled one and should be fulfilled by a paid worker that is given a clear set of expectations as to the scope of work. Marlene commented that she does not feel that the treasurer role should be fulfilled by a paid worker. Gary agreed and asked Susan to comment on the difficulty of the job and whether it can continue to be fulfilled by a volunteer. Susan felt it can continue to be a volunteer position with adequate training.

Csilla received email from CODA UK asking if SD will allow UK to add links to previously recorded shares from the 2020 Conference. Should this be passed along to SoCal CoDA? Sharleen – this had already gone to SoCal. They are in the process of an email discussion about it. All info on 2020 conference is available to anyone currently via the SoCal website. UK would also like to pick up MP3 files of founders speaking. This info is already currently available. Csilla will get back to UK contact and let them know it is being handled at the SoCal level.

Tina proposed having an experienced sponsor panel to help attract new sponsors. Erin commented that she attended a meeting to give people information about sponsorship and offered her support. Nathan agreed that it is great idea since newcomers are always looking for

sponsors and there is no clear path on how to find one. Marlene shared that people approached her to sponsor although she didn't necessarily feel ready. She had great friends to coach her through sponsoring. Isis commented that helping to identify how to be a sponsor and when appropriate to offer sponsorship would be helpful as well. Gary made a motion to extend discussion two additional minutes. Marlene seconded. Motion Passed.

Nancy mentioned that Co-sponsoring very useful and should be added to seminar. Csilla offered support of this great idea and will add to the newsletter. Gary reminded the group that literature on sponsorship is available for both sponsors and sponsees. Sponsor/Sponsee group meetings. Extend 2 minutes? Marlene made a motion to extend two additional minutes, Sharleen seconded. Motion passed. Sharlene asked if this idea could be an ongoing or multiple opportunity and could it offer different perspectives from sponsors and sponsees, how to support sponsor. SoCal and Arizona have resources to assist new sponsors. Tina will go forward with the seminar and panel and will send information the GSRs.

Diane would like to begin sending an agenda and welcome letter to the SDCCoDA committee and meeting attendees on a monthly basis. It will contain areas for notes as well as who is presenting. The welcome letter will explain what the meeting is and how it is structured in addition to letting new representatives know what to expect. Marlene commented that the printed document in the past was very helpful and useful. Isis commented that having agenda always helps and is transparent and very helpful. Michelle was not assigned to redo the welcome letter as previously thought.

Gary would like to have a yearly agenda to keep the committee on track for what needs to be done on a monthly basis. It will retain historical records and assist the committee in fulfilling their duties. Diane agreed and felt it would be helpful to also define each director's duties & responsibilities. Michelle commented that a master agenda or schedule would be a great idea that it should be stored in an accessible location in addition to just being maintained by the individual members. Nancy reiterated that this is crucial for procedural clarity and suggested an ad hoc committee be formed to address this issue. Sonya suggested that a Google drive might be an easy and cost-effective solution as a repository and volunteered to assist as needed.

Sharleen is currently housing community supplies for conferences. Food items that were getting close to their expiration dates have been donated to a local food bank.

Michelle moved to extend the meeting five additional minutes to 12:05pm. Gary seconded. Motion passed.

Isis followed up on the previous month's ask to the GSRs to bring back feedback on the need for sponsorship.

She suggested adding additional step study groups quarterly with facilitators and to assist in encouraging folks to join a step study as an alternative to direct sponsorship.

Michelle moved to adjourn the meeting. Gary seconded. Motion passed.

The meeting was adjourned at 12:05pm, followed by the Serenity Prayer.