

**Minutes of the San Diego County CoDA Business Meeting
October 16, 2021**

Present: Diane, Erin, Gary, Sonya, Csilla, Sharleene, Aaron, Isis, Tina, David, Elisa, Catherine, Joe, Leslie, Mika

The meeting was called to order at 10:01 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. The 10th service concept and tradition were read.

Officer/Chair Reports:

Diane, Community Rep: No report

Diane, Stand-In Parliamentarian: Diane 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. Diane also said that anyone having a motion or discussion item is encouraged to write it in the Zoom chat box.

Sonya, Alternate Community Rep: No report

Recording Secretary: Open

Erin, Treasurer: Erin reported that there is a balance of \$13,421.60 in checking, \$7601.76 in savings for a total of \$21023.36 in the bank accounts. She was able to make the deposits without a debit card without issue. She has been working on a rough draft of the 2022 budget that will be discussed later in this meeting.

Marlene, Regional Representative: Not present

Laurene, Alt. Reg. Rep: Not present

Csilla & Isis, Newsletter & Meeting List: Csilla reported that October newsletter is posted and expressed thanks to Joe for getting it out so quickly. She would love any comments, questions or submissions and is looking for any feedback the community would like to share with her. Isis has been ill and there has been a delay in updates for the meeting list. She shared the individual meeting changes with the group. She asked for any other changes from the group before the update goes out. Tina shared a change with her and Isis asked for it to be sent via email. Sharleene shared a change as well to a meeting id number. She will send it along as well.

Workshops, Panels, and Seminars: Open

Sonya, Public Information Mail: Sonya reported that all mail has been collected weekly and as there was a 7th Tradition check, a bundle will be forwarded to Erin this week.

Gary, Public Information Phones: Gary reported that there were 9 calls this month to the info line asking for meeting information, meeting descriptions (what is a meeting like).

Mika, Hospitals and Institutions: Not present

Sharleene, Literature: Sharleene reported: \$109.00 in sales, \$110.00 in petty cash, \$1716.10 in inventory.

Outreach: Open

Tina, Activities: Tina reported that the Bataquitos walk was poorly attended and she is concerned that people might not be ready for activities. She understood that Joe had sent an email blast but she didn't receive it and Joe clarified that it was sent to the general CoDA email list and instructed the group how to sign up for that if they haven't. He also clarified that the Speakers Meeting list is separate from the general mailing list. Tina proposed a bonfire and fireside meeting for November 12 at Crown Point. She asked for volunteers to bring bundles of wood and to attend. Csilla expressed support for the idea. Mika commented that the time might be a bit early for those that work and Tina adjusted the time to 630-830pm. Catherine volunteered to bring a bundle of wood as did Nancy. Leslie asked for clarification on where Crown Point was. There will be a flyer with directions to come.

Joe, Webmaster: Joe has updated the email folders and an issued raised by our hosting provider has been resolved. Joe asked if the group is using the Zoom link on the webpage for this meeting and yes, it is being used. He also updated the information for this meeting on the webpage to reflect that we are not yet back in person. He asked if Sonya was managing the contact list and if he can receive a copy. Sonya will send it. He also asked who had been elected to the Alternative Community Rep position and was informed that it was Sonya. He will send his bill for services to Erin and to the group. Gary commented that the bill can just go directly to Erin and she will report on it. Erin asked that the donation button be added to the left side column near the top for ease of use. Joe will get on that.

Laurine, Insurance ad hoc committee: Not present.

Michelle, Email ad hoc: Not present.

GSR Reports:

Leslie (Sunday 4:45 Murietta) Group has decided to go from hybrid to completely virtual due to lack of attendance.

Sharleene reported that the Tuesday and Sunday meetings have figured out how to set up Zoom to be transferrable between hosts so that one person doesn't need to always be the host. This will allow for multiple hosts. Sharleene will share information on how to do it.

Elisa followed up on the GSR google doc that had been proposed last month. Sonya informed her that a test email had been sent to her and they could follow up offline going forward.

Break was called at 10:50 am

The meeting resumed at 11:03am. It was determined that we have 29 meetings. Roll call was taken and quorum was met by 8 voting members.

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

Approval of the minutes:

September minutes: Diane made a motion to approve the September minutes.

Vote: 10 yes, 0 no, 3 abstain. The motion passed.

Old Business:

No old business.

New Business:

1. 2022 Preliminary Budget

Erin shared the preliminary budget she has been working on. She started with 2019 and 2020 examples provided by Gary. Per our previous vote, we are skipping the 2021 budget and going directly to 2022. The budget document is shared here.

2021 Budget	Actual Exoenses Jan-Aug 2021	Proposed Budget 2022		
INCOME				
7th Tradition	1600.18	\$3,076		
Interest	0.36	0		
Literature	336	350		
SSS?				
Misc.	1936.36	1,000		
Total	\$3,872.90	\$4,426		
EXPENSES				
Officers				
Bank		0		
Officers- printing, copies, postage		50	?	Questions
Treasurer (printed materials) (fixed?)		\$215	need this much?	
Literature COGS	348.15		?	
Parliamentarian		0		
Subscriptions		0		
Rent (Church) (\$15/mo)	120	180	Keep paying?	
Other				
Total Officers Expenses	\$468.15	\$545		
Chair Positions				
Activities		0	(no need for flyers?)	
Beach Party		50		
Holiday Dinner		550		
Other Event				
Total Chair Position Expenses	0	\$600		
CoDA Outreach				
Hospitals and Institutions (lit)	105	500		
Literature- Printing (newcomers)		0		
Newsletter		0		
Outreach		200	keeo? Lorraine?	
Public Info. Mail (mailbox rental)	146	118		
Public Info. Phones		0		
Regional Rep/Alternate gas (reimbursement)		100		
Workshops, panels, Seminars		?	nobody in position, but it's usually around \$1,000	

Total CoDA Outreach Expenses	\$251.00	\$918			
Online Presence					
Webmaster \$160/quarter		640			
Domain		30			
Webhosting		70			
Total for Online Presence Expenses	0	\$740			
Other uncategorized expenses	570.51				
Insurance	448	\$448			
Unprojected Expenses					
Total Expenses	\$1,737.66	\$3,251			
Income Minus Expenses	\$2,135.24	\$1,175			

Erin walked the group through the document.

Sonya stated that we need to know what misc expenses are and what the uncategorized expenses are. H & I might not be possible for 2022, if Mika could check, it would be great. Mika has contacted Las Colinas and they remain in lockdown. She will contact crisis houses - still waiting for a call back. Gary suggested including a line item for when we do go back. Sharleene has numbers - has provide Mika with literature (40 cent pamphlets) Normally booklet on steps used for H & I. Literature income is amount sold each month - normally that is a big number when supplying meetings. COGS is also a large number because we are buying in lots of 100. They almost should offset each other. A variance should be included especially now. Currently charging for newcomer books and tokens but that will revert back to individual meetings post-covid. Gary explained that COGs number is adjusted in QB. David wondered how is 7th tradition coming in with virtual, etc. and will the income number change. Erin explained that lack of payables helped with lower income in 2021. Elisa would like to see funds in the budget for activities to support Tina's efforts. She also queried the numbers for national or international conference travel. Gary explained that SoCal CoDA pays for national & international travel. Gary informed the group that Tina can always be reimbursed for activities expenses. Erin will restructure the document for clarity. Csilla asked about the CoDA convention and funding it. She was not sure what has been done in the past. There is no money in Workshops Panels & seminars as none are happening. She asked if it could be put there? Isis thanked Erin for all of the work that you she is doing. Nancy echoed the thank you and pointed out that SSS is Super Seminar Saturday. Normally WPS chair organizes 2 per year. Since the position isn't filled and COVID is still an issue, she proposed \$500 instead of \$1000 allocated for one SSS in second half of 2022. Erin reminded the group that we really need a Workshops, Panels & Seminars Chair as well as a Recording Secretary. Sonya pointed out that any income line items should have corresponding expenditure line item that is called out. Gary commented that WPS should be own category and wondered if we are going to continue paying rent to the church. Sonya reminded the group that we had previously voted on tabling discussion of in person meetings for 3-6 months and will continue to pay rent to the church during that time. Nancy informed the group that the So Cal conference is paid for by So Cal CoDA not the local organization that is putting on the event but that proceeds are split between the local and So Cal. No budget expenditure item was included in the past. Gary clarified that the miscellaneous income line item is from the last So Cal Conference that we hosted. Tina asked how much is allocated for activities and to please add an additional \$100 for next year. Erin stated that she will make second draft for October meeting. Gary reminded the group that chances are that it won't balance but we are being responsible for the money and helping the codependent that still suffers. Tina said thank you to Erin & Gary. She would like to reimburse

people for firewood for the November bonfire. Gary asked her to gather and submit receipts and Erin will reimburse the expense. Erin expressed her gratitude for this position and stated that the process has been challenging but very worthwhile.

Isis moved to adjourn the meeting, Erin seconded.

Vote: yes unanimous. The motion passed.

The meeting was adjourned at 11:50am, followed by the Serenity Prayer.