

SoCAL CoDA
QUARTERLY MEETING AGENDA
3/5/22 10AM-1PM

1. **CoDA Opening Prayer** (10-10:01): In the spirit of love and truth, we ask our Higher Power to guide us as we share our experience, strength, and hope. We open our hearts to the light of wisdom, the warmth of love, and the joy of acceptance.
2. Readings and Intros (10:01-10:10):
 - a. [Purpose](#) Article I.B.1. and 2. (page 1)
 - b. [Traditions](#) Article II (page 3)
 - c. Introductions/Voting members and visitors
 - i. Quorum: simple majority of elected officers and standing sub-committee chairpersons $((12/2)+1) = 7$
3. Board Reports: 2-3 mins each unless more time is needed (10:10-11:05):
 - a. **Chair - Thuy**
 - i. Approve Minutes from 12/4/21
 - ii. Next Meeting (typically first Sat at 10am in Mar, May/June/July plus annual assembly, Sept, Dec)
 - iii. Kirsten and I will be tag teaming again to keep track of raised hands. If you'd like to participate in a discussion, we'd love to hear what you have to say, so please wait until you are called.
 - iv. In an effort to unite more of the intergroups from SoCal, I reached out to the Intergrupal de CoDA en Espanol and attended their business meeting in order to invite a representative to attend our meeting today. I'm happy to welcome Lucia to our meeting.
 - v. I'd also like to welcome Aaron, our new rep for San Diego. And thank Sharon A. for stepping up to be Delegate 2 in place of Marlene.
 - vi. I split and transferred the \$30 donation check from the 2021 conference. The Valley Community should have received that in their PO box. Please let me know if it didn't arrive.
 - b. **Treasurer - Jim**
 - i.
 - c. **Vice Chair - Kirsten**
 - i. Kirsten's United Airlines \$730.57 voucher (expires on 5/3/22)
 - ii. Mirka's Delta credit of \$942.10
 - iii. General reminder to submit for request of advance \$
 - d. **Immediate Past Chair - Christine**

Nothing new to report
 - e. **Recording Secretary - Tammy**
 - f. **Corresponding Secretary - Autumn**
 - i. I reached out to the treasurer asking for an updated spreadsheet a few times, and never heard anything back. I mailed out all of the "thank you" letters to the 6 donations from the Nov, 2021 spreadsheet.
 - ii. Please check that your contact information is accurate, mark if you are receiving the board email, and initial under today's date to indicate your attendance:
<https://docs.google.com/spreadsheets/d/1laQ9PQhJ50G2Jvi85rkFSoYItHG52OBKD26YS9XCyVw/edit?usp=sharing>
 - g. **Webmaster Chair - J**
 - i. I have made some progress on the SoCalCoDA website revision.

You can view the [in-progress version](#). I consider the site to be about 33% done.
You can view [my notes on the progress](#), if that is interesting to you.

I have several questions for this body IF THERE IS TIME for open discussion. Otherwise, would enjoy replies from those who know or would like to give input:

* Who is the point person to assist if someone (say, from Desert or Mountain) wants to start an Intergroup?

* What is Spanish intergroup's name? Structure? Geographic scope if any?

(This question comes as a result of me having thought they were CoDAenEspañol, but our website says CoDA Hispaña)

I am not very experienced in creating images for a website. I am looking for a person or group of people to help form a temporary committee to assist me in that process.

Please announce at your intergroup meetings and recovery meetings / distribute this [call-for-service flyer](#). Direct link:

<https://docs.google.com/document/d/1okGI9gRc41sBbZSiU2qYhjx4GxFxC4ZL3oJITkqRKi8/edit?usp=sharing>

h. Historian - Joe

i. Historian archival report of email based documents

- ii.** JW, our webmaster, asked me to go through the webmaster emails for minutes and other relevant documents, for eventual archiving on the socialcoda.org website.

The socialcodawebmaster@gmail.com and my agmwah@yahoo.com email accounts were both used, finding 1,074 documents appearing suitable for archiving. After some deduplication, from a third party utility mainly used for deduplicating music and photos, this number came down to ~750 documents.

All Word, Excel, and PowerPoint documents are now converted to a standard PDF format. The resulting files are all being sorted based on the documents' years, from 2007 to 2022. There are quarterly and assembly minutes, various other reports (financial and conference related) as well as flyers and miscellaneous documents. The sorting by years is now about twenty percent complete. The next step will be renaming the documents to a standard scheme, for ease of finding and reading.

Time on this project is currently fourteen hours, and project another twenty five to forty hours for completion. I will do my best and issue a followup report prior to the quarterly meeting coming up, so my oral report is brief.

To date, there seems to be no hard copies handed down to historians in the past five plus years. If you know someone who has possession of the historian documents, or knows that these documents were destroyed, please let the board know of their disposal/retention status. I know that for a while SoCalCoDA had paper documents stored, along with the LaCODA intergroup, and it may well be that the SoCalCoDA documents were disposed of in the same manner as the LACoDA documents.

After completing the archival process, if certain documents are missing, such as minutes, I will reach out to present and past board members for addition to the archive.

iii. Historian report

- 1.** Downloaded, de-duplicated, and went through 1050+ downloaded files. There are now 674 total documents left for processing, to rename and upload, based on the board's decision.
- 2.** There are 31 (of the 674) files for 2021, and I then renamed them and placed them in folders called "board," "conference" and "financial"
- 3.** The link for these files is viewable to anyone with the link below. Please limit the sharing of the link, as some documents may include private information.

<https://drive.google.com/drive/folders/1NqwAjWmidKF5DR7qUjr4g0oiZQd0QeW6?usp=sharing>

<https://drive.google.com/drive/folders/1NqwAjWmidKF5DR7qUjr4g0oiZQd0QeW6?usp=sharing>

4. Discussion item proposal ideas/questions:
 - a. What data needs retained on the website and for how long?
 - b. Should some files or directories be password protected?
 - c. Recommend keeping all Quarterly Meeting and Assembly documents.
 - d. Recommend password protecting all Treasurer documents protected, except those presented to the Assembly.
 - e. Recommend password protecting all Board contact lists.

i. Hospitals and Institutions - Sharon H.

- i. In my quest to see how I can be of support to SOCAL H&I I decided to step up to be the H&I Committee Chair at LACODA which has kept me quite busy. In doing so, I have been learning about the difference between H&I and Outreach. H&I handles requests that come in and Outreach reaches out to the community.

Learning the distinction has been helpful and a great reminder for me as I work on my codependency of doing too much. We are in process of establishing protocols of how to respond to requests as well as check-in with those organizations that we were of service to pre-pandemic to see if they would like to resume. My hope is to get some panels up and running in LA and then reach out to the Desert, OC and San Diego communities as the SOCAL H&I Chair and see what support may be needed.

I am always open to suggestions and experience, strength and hope from all members and look forward to seeing everyone at the next meeting.

j. Community Representatives

- i. The Valleys CoDA - Sharon A
 1. We're always looking for GSRs
- ii. Intergrupal de CoDA en Espanol - Lucia
- iii. San Diego - Aaron (Laurine O - alt?)
 1. We did vote last meeting to not host the SoCal conference in 2022. We do plan on hosting in 2023.
- iv. Orange County - (not active)
- v. LA CoDA - Tom F (Blair - alt)
- vi. Desert Communities (open)

k. Sub-Com Chair - Conference Purpose - (open)

Tom, J, Sharon, and I met and developed the list of survey questions below. Please take a look and share any other questions that you'd like included.

These questions are a slight shift from the original plan because (1) we already had about 40 responses from last year's survey and (2) we wanted to avoid sending out a survey with the same questions again. Of the 40+ responses, 11 were recorded and 30 were recalled from memory (these responses were lost due to a technical error). This data revealed that approximately 75% of respondents selected recovery as the primary purpose and about 25% selected the assembly as the primary purpose of the SoCalCoDA conference.

Since our bylaws connect the annual conference with the assembly, we wanted to develop questions that would help us increase the attendance at the assembly.

Assembly Questions

- Have you attended a SoCal CoDA assembly before Y/N
- If not, why?

- If so, What did you take away from the experience?
- If so, and given the opportunity, would you attend another assembly? W/WN?
- Would you attend the assembly if it was separated from the conference?
- What can be done to make assembly more attractive to you?

Funding Question

- Before reading this sentence, were you aware that the SoCal CoDA Conference is a fundraiser for the hosting community, in a 50/50 split after expenses?

Demographics Questions

- Where are you located?
- What is your length of time in program?
- Do you work with a sponsor?
 - A co-sponsor?
 - A step study?
 - Are you of service?

We didn't get any additional submission of questions.

I. Conference Facilitator - Christine

As most of you are aware, the Annual SoCal CoDA Conference and Assembly has been held every year in late spring or early summer. The location of the conference, and the planning of the conference, rotated through the intergroup communities of SoCal: Desert, San Diego, Los Angeles, The Valleys. The last two years' conference were held on-line due to Covid restrictions; the hosting communities were LA CoDA in 2020 and The Valleys CoDA in 2021. It seems prudent to expect this years' conference and assembly to again be held on-line.

The Desert CoDA Community was in rotation to host for 2022. As of our last meeting in December, the Desert Community had provided notice that they weren't sure their community would be able and willing to host conference in 2022. Since the meeting in December, this committee has been notified that the Desert community had reached a final decision to decline hosting the conference in 2022. Our intergroup reps brought this news to their communities with the ask from SoCal CoDA if they would be able and willing to host the 2022 conference in lieu of the Desert Community. There have been further communications with intergroup reps since then and no community has volunteered to plan and host the 2022 conference. Committee members should be aware of this via emails to the board since the last meeting.

Without a hosting community and with the anticipation that this committee will find a way to move forward with conference planning, I put out a preliminary call via email to this committee and to prior conference chairpersons to begin to inquire after anyone who may be interested in being part of planning the 2022 conference. I'd like to ask anyone here now who is willing to serve in making the 2022 conference happen, please raise their hand.

Even when various intergroups hosted conference, it wasn't at all uncommon for at least a few of the committee members to be from other communities, sharing their experience, skills and enthusiasm. Without an intergroup hosting this year, those planning the conference will most certainly come from across the full geography of SoCal CoDA. Aaron, the San Diego rep, has confirmed that they will be hosting in 2023 per the rotating schedule.

As the SoCal CoDA Committee and as the SoCal CoDA community, we are considering questions regarding conference purpose and what conference planning may look like moving

forward. For 2022, though, now is the time to get conference planning officially started. I look forward to further committee discussion later this meeting regarding 2022 conference planning. Thank you!

- m. **CSC Delegates** - Linnea (1), Sharon A (2), Vanessa (alt)
 - i. 2022 CoDA Service Conference: Aug 21-25 and International CoDA Convention: Aug 26-28
4. Old Business (11:05) (Reminder to count voting members)
- a. Discussion: Conference Purpose Sub-Com
 - b. Update: Zoom Pro account has been purchased and Joe will be managing
 - i. Inquiries for usage can be directed to socalcodazoom@gmail.com

11:15-11:30am Break

5. New Business

- a. Ad Hoc SoCal Conference Planning Committee - Christine
 - i. Preliminary meeting date will be Sept 8, 7:30p
- b. Budget
- c. Conference Committee Motion: I would love to put in a motion that SoCal has an events committee that can work on the conventions in Palm Desert, LA, San Diego and now we have the TVCC Valley's. One committee under the same umbrella, maybe just a two or three year commitment put a service team together and work on the Convention and assembly a year ahead of time for whichever is the hosting city.
- d. Past SoCal Conference recordings - Patrick recorded our conferences from 2014-2019 and will be closing his business. He'd like to sell us 85 recordings for \$3-4 instead of \$8 at a cost of \$255 - \$340.
- e. Webmaster
 - i. J's questions
 - ii. I'd like to request that the Webmaster please send out an email blast with the following info:
 - 1. Request for help with images for the website
 - 2. Share that we have a Zoom account available for meetings to use
 - 3. Call for volunteers for the SoCal CoDA Conference
 - iii. Will you also please add new board members to the board email?
 - 1. Linnea?
- f. Historian
 - i. Update: we will not be retiring the Historian position at this time as his work is necessary in updating the website. We'll circle back once the project is completed.
 - ii. Joe's questions
 - iii. Please help us track down the SoCal CoDA materials:
 - 1. J has two binders and a bank bag that belongs to the Conference Facilitator
 - 2. Sharon A has a box from passed workshops
 - 3. Anyone else?
- g. Other?

6. **CoDA Closing Prayer (1:00)**: We thank our Higher Power, for all that we have received from this meeting. As we close, may we take with us the wisdom, love, acceptance, and hope of recovery.

Notes:

Bylaws changes to be ratified at the Regional Assembly (two-thirds majority vote):

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Other items for Regional Assembly:

- Sharon A as Delegate 2
 - Marlene was voted in as Delegate 2 at the Regional Assembly in 2021 and stepped down in December 2021.
 - Since the Delegate 1 position was for more than one year, Sharon was temporarily appointed based on her volunteering and then we'll have an election at the next Assembly.
 - VACANCIES
 - Vacancies of less than one year (therefore to expire at the next Assembly) may be filled:
 - temporarily by appointment of the Chairperson of SoCalCoDA, subject to ratification by The Committee.
 - by election of The Committee should the Chair choose not to make an appointment, or should the committee not ratify an appointment by the Chair.
 - If the unexpired term is for more than one year, it may be temporarily filled as above, but an election must be held at the next Assembly to fill the vacancy and complete the unexpired portion of the term.