

Redaction of CCSC Business Meeting Minutes

September 21, 2024

Meeting Time: 11 a.m. Central

Meeting Duration: 90 Minutes

Attendance: Kelly C, Sharon B, Allan F, Tim G, Janaya, Cindy P, Liz S, Gerald B, Carole, Sherry, Tina Z, Jocelyn K, david a, Jen, Paula G

Agenda for September 2024: passed

Minutes for August 2024: passed

Redacted minutes for July 2024: passed

STANDING REPORTS

Chair: A new CoDA Board of Trustees has been elected. On October 26, 2024, the CoDA Literature Committee will present: "What? Only Using CoDA Endorsed Literature at CoDA Meetings"

<https://coda.org/event/what-using-only-coda-service-conference-endorsed-literature-at-coda-meetings/>

Treasurer: Balance as of September 21, 2024 is \$17 140.88. Looking to get a BMO bank card to facilitate bank deposits and a BMO prepaid MasterCard. Paid \$1000 to Ritchard I. for workshop facilitator grant. Reimbursed one CCSC delegate. Received payment options for a CoDA Canada phone line.

CDRS Liaison: The Ebook section of the website has been updated. The Anniversary edition of the new Workbook is now available as an ebook. PDF documents are secured with a password and printing is disabled. "Growing up in CoDA" is the biggest seller. A duplicate of the current CoDA Canada website has been created to enable commenting and improvements.

World Connections Committee (WCC) Intergroup Representative: WCC had a business meeting on September 9, 2024. There has been discussion around interpretation being available at WCC meetings. The WCC is looking at connecting with the UK since they seem to have a wide reach to Europe. Deadline for submissions for new WCC logo is November 6, 2024 (Contact: codaontarioutreach@gmail.com)

Webmaster: 66 groups - 78 meetings (40 In-person, 33 Online, 5 Hybrid). Two new pages were added to the website under the "Meetings" tab: CoDAteen Meetings and Starting a New CoDA Meeting. The "Latest News" section was added to the front page of the website. The Newcomers Package was updated and the New Outside Literature Policy was added to several pages on the website.

Host City Liaison: The Host City will remain on the CCSC agenda for the upcoming October meeting and will be removed for following meetings.

STANDING COMMITTEE REPORTS

Communications: The committee is examining the shared Google Drive - identifying areas that need to be updated and devising etiquette protocols that could be implemented.

Outreach: Outreach volunteers are receiving more inquiries. A bilingual volunteer is needed to answer the phone (when the 1-800 number is ready) and to participate in recovery and mental health events (Contact: canada.outreach@codacanada.ca).

AD HOC COMMITTEE REPORTS

Mediation Committee: There is currently one mediator active.
Contact: mediators@codacanada.ca

National CoDA Board Structure Work Group: Looking for a lawyer.
Contact: codacanadachair@gmail.com

Service Structure: Three new members have joined this committee for a total of five members. The next meeting is on September 26, 2024 (these meetings are on the last Thursday of the month). Various documents are being analyzed, some examples: "Code of Ethics" and "'Not for Profit' Requirements"

MOTIONS

- **Motion:** "The current Treasurer of the CoDA Canada Steering Committee (CCSC) open a Canada Post, post office box at a Canada Post corporate office with the name: Co-Dependents Anonymous Canada in the city of the current Treasurer (Ottawa, Ontario, Canada) as the static (not changing) mailing address for the CoDA Canada Steering Committee (CCSC) to be later referred to as the CoDA Canada National Service Board of Trustees (CCNSB). At the time of opening, add authorized users of the Chair and Vice-Chair to the Post Office Box information to ensure that "no one person" is responsible for the Post Office Box."
 - Presented by: Jocelyn; Seconded by Liz; Result - approved (10 yes, 0 no, 1 abstention)
- **Motion:** "The GSR (Group Service Representative) Email be put on hold until such time that the Communications Committee updates the current GSR Email template and guidelines to ensure adherence with CoDA's Principles: Twelve Steps, Twelve Traditions, and Twelve Service Concepts. The Communications Committee is to bring the two updated documents to the next CCSC (CoDA Canada Steering Committee) meeting together with a vetting process proposal to be approved by the CCSC group conscience."
 - Presented by: Paula; Seconded by: Jocelyn; Result - Consensus

ACTION ITEMS

- Chair - Add to new business next month:
 - Vacant Mediation Committee positions
 - “Donation to CoDA Inc.” to unfinished business
 - Groups using non-CoDA Service Conference-endorsed literature
 - Outreach Motions
- Treasurer - investigate credit/debit card with BMO and fees associated with a prepaid credit card
- WCC Representative, Webmaster, and Chair- compose a letter informing Canadian groups using non-CoDA approved literature of the new literature requirements for CoDA meetings

Next Meeting: October 19, 2024, 11:00 a.m. Central