

CoDA Events Committee Meeting Minutes

November 13, 2021, Wednesday

Time: Nov 13, 2021, 11:30 AM Eastern Time (US and Canada)

Opening Readings: (5 min.)

CoDA Opening Prayer: 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. - All

Service Concept 11: The powers of the CoDA Service Conference derive from the pre-eminent authority of the group conscience decision-making process. Arizona State law gives the Board of Trustees legal rights and responsibilities to act for the Fellowship in certain situations. CoDA's Articles of Incorporation and Bylaws are legal documents enumerating these Board rights and responsibilities. - Flo

Tradition 11: 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 forms of public communication. - Barbara

Promise 11: I trust the guidance I receive from my higher power and come to believe in my own capabilities. - Pat

Minute Recorder: Carole

TIMEKEEPER: Flo

Feelings check in. (30 sec)

Recording to Cloud – start

APPROVE MINUTES: [October 20 2021](#) approved at end of that meeting

Request for future meetings to fill in reports before the meeting starts.

Round Robin: Carole, Florence, Kevin, Lorraine, Pat, Barbara, Kathy, Shaf.

Regrets: Saskia, Deb

GCs completed by email

1) Lisa J approved as facilitator for CSC 2022

GC re: recording specifics of email GCs (Group Conscience) – leave as is, approved or not.

For the web version, CEC will discuss the minutes and approve the revised minutes, when there are sensitive items which will be removed, at the end of each meeting.

Reports and Proposals

Chair: Emailed Texas for info on hotels, for 2023. No response.

- Woodland near Houston; CEC may need to decide in or outside Houston
- Chair will ask CSC Prep Group about the Delegates need for Interpreters to determine need not necessarily promising interpretation

Vice Chair: Rapid City is set with contract. Follow up regarding timeline i.e. deposit due date; food/menu options are chosen.

Secretary: WIP on minutes to website. Will include the meeting recording with the minutes in email after each meeting

Registrar: too early; pull out the answers to the questions, especially languages needed; check 2 months in advance or before.

Workshops: Florence is on it!

Interpretation: for ICC (International CoDA Convention) it can be possible through personal device, Trusted Servant dependent, in the Eventbrite; Hybrid is also possible for ICC. CSC Interpretation requests can be in the Delegate package. Interpretation for Spanish and other language(s) which will be determined by the requests made. Send proposal to Kevin.

ACTION: Carole

Technical/AV: Kris provided a proposal regarding hybrid model for ICC

Host Committee: Rapid City: asking what is required of Host Committee; willing to serve; keep Hospitality room stocked for CSC and ICC; organize own volunteers; snacks in a.m. which may have some CEC supplementation on the costs; welcome table; concierge service like-maps, day trip; fundraiser for own Intergroup/etc.; free tourism trinkets; volunteer

coordination; group dinners i.e. 10 people reservations pre-done at various restaurants; rides for individual needs for rides; drive the CEC member when needed; check with tourism if they can provide some things i.e. Name tags – CEC to do this; \$1500 stipends – which is a reimbursement of costs with receipts; talk to Chair if incurring costs further than expected.

An onsite restaurant is available, Minerva. Walking distance to mall and fast-food locations; Welcome Reception on Sunday and Delegate Reception mid-week.

Retreats: n/a

1. **Host Update** – planning on recruiting around their group for more volunteers; Signup Genius for organizing volunteers suggested.
2. **CSC Announcement**
3. **Questions from new members**
4. **2022 CSC/ICC** (reminders)
 - a. Get bids for A/V, need 3 bids
 - b. Site visit to SD – Florence since working with the hotel; propose the dates and talk further who second person to go; person working with Events next year makes sense. March or April; one weekend with one hotel room – arrive Friday, work Saturday; leave Sunday; Travel agent through Board.
 - c. Buy new computer (or 2); renting suggested – cost analysis done in previous years which concluded that it is not cost effective.
 - d. Attraction: previous CSC/ICC used business size and postcard size cards for host city, Delegates and intergroups

GC: for local groups; for it with research on the cost; willing to try it; for it; cute, costly but good for Events budget go for it, electronic most often used and effective.

ACTION: Florence on the cost.

5. **Other duties**
 - a. Research Texas
 - b. Applications for 2024 and beyond
6. **Events Committee Job positions:** [Job Descriptions](#) (30 min)
 - a. Chair - Kevin
 - b. Vice Chair - Florence
 - c. Secretary - Carole

- d. Registrar - Lorraine, Kathy, Shaf
- e. Workshops – Florence, Lorraine, ?Debbie (Carole re: Interpretation)
- f. Interpretation – Carole; Shaf and Saskia received training on the Host feature of Zoom interpretation feature
- g. Technical/AV – Kevin, Shaf as support
- h. Retreat – **Open**
 - i. Not in P&P, organize other virtual or in person retreat as time permits.
- i. Volunteer Coordinator - Florence, Lorraine
 - i. Host Liaisons – Katrina, Pat, Stephanie

Minutes approval – approved as discussed and live edit

Next meeting date: January 19, 2022, 6 pm Eastern (Wednesday)

Closing with Serenity prayer: 12:58pm ET

Future Meeting Schedule

February 12th 11:30 am Eastern (Saturday)

March 16th 6 pm Eastern (Wednesday)

April 9th 11:30 am Eastern (Saturday)

May 18th 6 pm Eastern (Wednesday)

June 11th 11:30 am Eastern (Saturday)

June 22nd 6 PM Eastern (Wednesday)

July 9th 11:30 am Eastern (Saturday)

July 20th 6 PM Eastern (Wednesday)