

Finance March Meeting

May 19th, 2021

5:00pm CST (3PM Pacific, 6PM Eastern)

Invitees:

Barbara, Board Liaison & CoDA Treasurer

Gail, Board Back-up Liaison & CoDA Vice Chair

Lou, Finance Committee Member & Former Finance Chair

Kevin, Finance Committee Member

Rob, Finance Committee Chair

Lesha, Finance Committee Member

Adina Beth, Finance Committee Member

Debbie, Finance Committee Member

Ruth Ann, potential committee member

Tina, Finance Committee Member

Next Meeting times:

June 16th, 2021; 06:00 PM Eastern

August 18th, 2021; 06:00 PM Eastern

September 15th, 2021; 06:00 PM Eastern

October 20th; 06:00 PM Eastern

November 17th, 2021; 06:00 PM Eastern

December 15th, 2021; 06:00 PM Eastern

Welcome: Confirm round robin rotation - Lou, Barbara, Rob

Serenity Prayer: God, grant me the Serenity to accept the things I cannot change, courage to change the things I can, and Wisdom to know the difference.

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.

Step Five – “Admitted to God, to ourselves, and to another human being, the exact nature of our wrongs.”

Tradition Five – “Each group has but one primary purpose: to carry its message to other codependents who still suffer.”

Service Concept Five – “Trusted servants are directly responsible to those they serve and are bound to honor the group conscience decision making process and uphold those decisions concerning their service work. The Fellowship also recognizes the need and right for members to honor their own experience, strength, and hope and their Higher Power’s will as expressed to them. When the group conscience violates an individual’s own truth and makes participation impossible, the individual may relinquish the service position.”

Promise Five – “I know a new love and acceptance of myself and others. I feel genuinely lovable, loving and loved.”

Setup: Check-In: One Sentence Check in – Lou, Barbara, Rob, Ruth Ann, Tina

- 1) Start Recording – Yes
- 2) Volunteer to take minutes - Rob
- 3) Approval of Minutes: April 21, 2021 - Postpone until next month
- 4) Volunteer to clean up May 19th minutes & submit to web liaison – Rob
- 5) Review Prior Action Items:
 - a) 2021 Goal - Hire an Outside Investment Professional for investment advice on "buying power preservation" **Postpone until CSC approves the new investment policy**
 - b) Consider creating more detailed assistance for new groups setting up their financial practices. See Narcotics Anonymous guide here. **Tina working on draft and will update in April mtg.**
 - c) **Rob – draft thank you letter to members for their donations and send to Barbara – Rob to resend to Barbara**
 - d) “How to Use the Travel Agent” procedure – **Barbara to ask AMC to draft this procedure.**
 - e) Provide 2 sentence max for CSC call to service (due May 13th) - **Agreement by May 11th, send by May 13th.** - Submitted

“Help the still suffering codependent by providing financial

oversight and advice to our fellow CoDA committees and Board. We need people with a variety of skills on the committee, so you don't need to be a math/finance guru to serve."

- f) Gain group consensus on per diem and mileage rate for 2021 budgeting for 2022 Budget
 - i) Nightly Room Rate - \$135 (with taxes, \$150)
 - ii) Meals & Incidentals - \$61/day for CSC - \$55/day for F2F
 - iii) Mileage - \$0.14/mile
 - iv) \$800/flight domestic
 - v) \$2200/flight for international
- g) Consider new motions for creating a Continuity Plan and/or a Disaster Recovery Plan - Barbara sent to liaison to our Account Executive to see if they provide this service
- 6) New Items
 - a) Review YTD Financials (as of 4/30/2021):

<i>as of 4/30/2021</i>	Actual	Budget
YTD Income	\$64,056	\$64,564
YTD Expenses	\$35,776 😊	\$44,226
YTD Net Income	\$26,302	\$20,338
YTD Cash	\$487,448	N/A

- b) Review all reports, budgets (deadline is June 27th)
 - i) Rob – Communications would like to fund PSA announcement
 - ii) Barbara – Comm preparing to reverse prior motion on public announcements.
- c) Review first draft of the 2022 Budget - Complete
 - i) https://nonprofit12steorganiza-my.sharepoint.com/:x:/g/personal/finchair_coda_org/EZQ72F9D-2ZBi3nXrcRR5KcBJruiwUqg06Wxa6BAhp9ZQ?e=UFbs65
- d) Create a new investment advisor selection process. Review the AMC selection process. - Postpone until after CSC
 - i) AI – Rob to draft selection process based on AM selection process
- e) Approve process for evaluating investment advisors:
 - i) Collect names of likely persons/companies and put them on a spreadsheet. Suggestions include:
 1. Arizona Community Foundation - Joy Klein, jklein@azfoundation.org
 2. Baird Private Wealth Management - http://www.bairdoffices.com/scottsdale_az/
 3. Lou's investment advisor at Ronald Blue Trust.

4. From Krista Morgan, Our CPA
 - a. Jason Gove Jason.Gove@nbazwealthadvisors.com
 - b. Jon Brimhall jbrimhall@mraassociates.com
 - c. Paul Hershenberg paul@hershenbergfinancial.com
5. Chase Investments (our current bank)
 - ii) Send out an email to each of them, explaining we are a small nonprofit looking for.... and including a link to our website, so they can learn a little about us
 - iii) For those who respond, we schedule a Zoom meeting
 - iv) After interviews, we discuss the applicants and reach a GC on who we want to hire
 - v) Sign an agreement either provided by them or us to formalize the arrangement
- f) **Review FMAF Process** - Postpone until after CSC

Key 2021 CSC Dates:

- May 13 Motions - Done
- May 13 By Laws - Done
- May 28 Revisions To By Laws & Motions
- June 27 Committee Reports, Goals & Budgets
- June 27 VEI's that will be in the delegate package

CoDA Recovery Prayer: God help me to: Accept other people as they are, Recognize my own feelings, Meet my own needs, and Love myself just as I am.