

IMC Monthly Approved Minutes - Public

Sunday, 2022 March 27

Meeting length 90 minutes. Tabled items to be done via email or the following month.

Establish Round Robin Sequence:

Round robin: Katherine, Shannon, Jorge, Steve, Chris, Laurie, Gillian, Darlene
Katherine T – observing

Members:

Steve, Darlene, Chris, Gillian, Laurie, Carmen, Shannon, Jorge
Katherine T. (Board Liaison)
Florence F. (back up Board Liaison)
Judi T. (Finance Liaison)

Absent:

{with prior authorization}:0
{without prior authorization}: Carmen
8 members, 5 required for a quorum {simple majority}

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.

Minute taker (volunteer): Steve, Laurie

Using a timer today since today's agenda is super hefty. Darlene's notes *content not time, duration 2hrs, can entertain a GC to extend if needed or trust the need/me. slow/fast sensitivity-see

Approve the Agenda: (Color Key: Tabled item, New update, Action item, Old update. **(RR)** = Round Robin. Also, use international standards for dates: ISO 8601 format yyyy/mm/dd.)
Motion to approve by: Laurie Seconded by: Steve GC: unanimous

3rd Service Concept:

Read by: Chris

Decisions about service work in the Fellowship and all CoDA affairs are made through the group conscience decision making process. For this spiritual democratic process to work, every member of the group is encouraged to participate, consider all the facts and options concerning the issue, listen respectfully to all opinions expressed, then reflect and meditate to find a loving Higher Power's will. Finally, we deliberate honestly and respectfully to determine the proper course of action. Unanimity in the group is the desired outcome; a majority vote is a group conscience.

Spiritual Check-in: Please limit your response to one minute {self-time}.

How do you use the 3rd Service Concept in your recovery/service within CoDA at any level and/or personal and/or professional life? Or personal share – What is happening in your life?

Get approval to record this meeting to the cloud.

After approval, announcement: This is the IMC meeting on Sunday, March 27th at 10:30AM Eastern.

(10:40) MINUTES

Minutes will be taken real-time by all. All will have access to review and edit anytime.

February 20th Minutes: (Copy and paste if the hyperlink does not work)

Recording for February 20th Minutes (Accessed through imc.coda@gmail.com drive login)

Present at the February 20th meeting: Chris, Steve, Gillian, Jorge, Laurie, Darlene, Shannon

Motion to approve **February** Minutes by: Steve Seconded by: Gillian

Yes: 7 No: Abstain: 0 GC: 0

(10:42) REPORTS

- **Chair: Darlene** (interruptions are welcome within reason-4 minutes?)
 - a. Chairs Forum – 2022/03/27-updates
 - a. Discussion ongoing about what to do with F2F meetings that are now online and/or hybrid both on meeting lists and identifying as a voting entity (separate from but can look similar to AFM VE issues) New agenda item added for IMC group conscience.
 - b. codateen@codaa.org workgroup split into English and Spanish focus groups
 - c. Russia-What qualifies a VE outside of CSC week? Does IMC keep and post a list? Two parties are identifying as Russia CoDA including translation and literature selling questions. This has not been sent to IMC officially.
 - b. QSR (due 15th of Jan, Apr, July, October) 2022/03/27 GC below
 - c. Review roles/tasks descriptions -Continue to discuss with HP about serving in one of open roles needed. 2022/03/27 removed open Vice-Chair item from Old Business since it is included here.
 - d. Cleanup/organizing ... Gmail inbox/filing, OneDrive filing, google drive versus OneDrive 2022/03/27 Email record created on OneDrive with Notes on Google drive.
 - e. Using a timer today since today's agenda is super hefty. Schedule for 2hrs vs 90min. Saying "I agree with what's already been said and I pass." is totally acceptable. Hopefully, we can figure out a way to not go over time or need a second meeting. But I want to affirm that my wish is for everyone to feel heard.
- **VEL (Voting Entity Liaison): Chris** – 2020/2021 CSC 2-year commitment, Vice-VEL Laurie 2021/2022
 - a. Creation of VE list of contacts. Start filling in the blanks from which VE's have attended the CSC's is most recent years. Outreach Committee is pursuing current

information about who has a website. Gillian – Discussed some of Translation ‘Stories’ effort.

- b. Possibility to address the principle of representation with future motion for an FSM quorum update from IMC
 - c. 2022/02/20 - working on VEL description, CSC prep meetings have started and beginning process, online or hybrid 2022 CSC format TBD 30 days prior to event
- **Voting Entity Issue (VEI) Subcommittee/VEI Tracker:** Members: Darlene, Gillian, Shannon; OneDrive Tracking: 2022/03/27 - Last meeting on 2022/03/14 and everything updated. Round robin later if time permits about VEI changes from the Board.
 - **Public Minutes Update:** Laurie 2022/03/11 by Laurie: Nov, Dec & Jan submitted so we are up-to-date

(10:52) OLD BUSINESS

- A. **CoDA Synergy Project: Clarity for Voting Entities and CoDA Unity** Lead: Darlene, Co-Lead: Laurie, Members: Steve, Gillian, Jorge: 2022/03/21 - Laurie to set up meeting to re-craft motion. Plus, 2nd half for Synergy overview (Katherine invited).
 - a. **Voting Entity Structure:** Texas, SoCal, NorCal examples; What is structure? How much structure? 2022/03/27 - Actively working on Virginia and AFM forming new VE’s. Need to review docs with New England Alliance and Arizona VEs.
 - b. **Voting Entity Database:** Members: Darlene 2022/03/27 - working with Outreach
 - c. **FAQs for new IMC members and Voting Entities:** [OneDrive FAQ folder](#) 2022/03/21 - ACTION ITEM: Laurie will get with Jorge and Shannon about what would help to document for future newbies 2022/03/27 - remember to capture FAQs while working with VA and AFM VEs.
 - d. **IMC Member Toolkit:** Members: Laurie. [Toolkit ideas](#)
 - e. **Motions/Literature:** What CSC motions or pieces of literature/leaflets can come out of Synergy? Videos on what it means to be a delegate.
- B. **(10:56) Face to face:** 2022/02/20 [Cost Research](#) by Jorge. 2022/02/20 ACTION ITEMS: **Darlene** - Check with board regarding travel agency they would want us to use. Finance details for processing F2F. **Jorge**-update cost with potential F2F date. **(RR)** 2022/03/27 - Met with Judi, Finance Liaison, and reviewing with Jorge to submit asap.
- C. **(11:04) Review IMC’s P&P/FSM highlights** (Shannon, Gillian) 2022/03/27 updates
 - a. Link to VEL Description
 - b. Chair is tasked with initial response. Let’s discuss a response “system” in April.
 - c. VEL is tasked with helping start new VEs.
 - d. ACTION ITEM (Shannon) Submit P&P to web liaison with cc to Board to post on coda.org
 - e. Update IMC P&Ps: Shannon Laurie willing to assist.
- D. **(11:06-11:12) Change/update Gmail password, other passwords?** (Zoom, OneDrive, Smartsheet) 2022/03/27 change Gmail password due to security issue ex/Shannon. Urgent WhatsApp password to use email account.
- E. **(11:12-11:27) ALL issues being filtered to IMC**, especially meeting problems. 2022/03/27 updates

- a. Chairs Forum GC to create workgroup
- b. New CoDA email and announcement from the Board
- c. **(RR)** Response to Board email about meetingissues@codas.org. Now what?
 - i. Emails follow-up in round robin, clarify with board from this point forward.
- F. **Communications email:** 2022/02/20 ACTION ITEM: Darlene will review and work with Communications and/or Chairs Forum
- G. Zoom interpretation option? Current need? Lead to work with board liaison to work on costs? (tabled)
- H. Motion? FSM number of alternate delegates (tabled – do after issues if there is time)

(11:37) NEW BUSINESS

- A. **(11:39) QSR approval:** ACTION ITEM: All to do email GC 2022/04/08
- B. **(11:39-11:54) Simplified instructions** request from the Board: one page version of Guidelines. What info do we share with these types of IMC tasks (non-mediation like VE status and meeting issues), especially while in progress? Consider updates to the Board, the IMC Board liaison, and other committees referring requests/issues to IMC. How do we respond to semblance of micro-managing. Consider all incoming as confidential issues while in progress and share appropriate results once resolved?
 - a. **(RR)** Thoughts? General and specific to response.
 - i. Cliff notes of P&Ps and Guidelines
 - ii. Keep anonymity, respond broadly regarding results
 - iii. Banner with one click, making the FSM breathable
 - b. IMC Response to request: ACTION ITEM (Shannon, Chris, Laurie, Gillian, and Steve) Liaison is willing to help write. Review emails Darlene sent to VA. Shannon provisional Lead.
 - c. **(11:54-11:56) (RR) 2022 CoDA Board Strategic Plan:** The Board asked all committees to review the Strategic Plan and offer suggestions/feedback by 31 March. ACTION ITEM (Steve) Compile via email or round robin here? (Need someone else to send follow up email or WhatsApp-even if it's "no input".) Steve will take lead responding to Board. Members send email responses to Steve by Wednesday 2022/3/30
- C. **(RR)** VEL update from CSC Prep - no VEs which are now Voting Entity Motions (VEM) VE motions to be tracked with CSC motions. (tabled)

(12:14-12:19) NEXT MEETING:

2022/04/24 at 10:30am (EDST) – voted to hold meeting on 4th Sunday this month only

2022/04/23 at 9:30 AM (EDST) Synergy

Motion to adjourn: Shannon Second: Gillian Passed: unanimously

CoDA Closing Prayer:

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.

Stop Zoom recording.

Future Meeting dates:

May 15th

June 19th

July 17th

August 21st

September 18th

October 16th

November 20th

December 18th