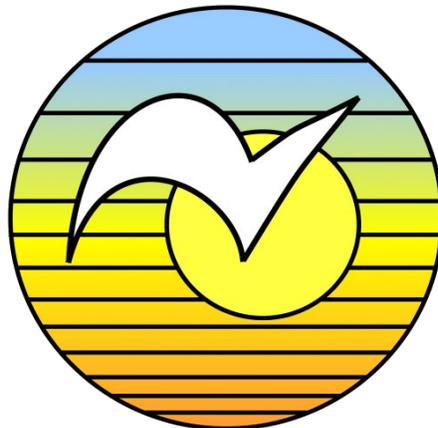


International Service Organization of COSA

Board of Trustees

2023 Annual Report to the Delegates



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COSA Delegates

June 3-4, 2023

## Table of Contents

Letter from the ISO Board Chair	1
Board Members	2
<u>Board Committee Reports</u>	
Budget and Finance Committee	3
Convention Committee	4
Literature Committee	6
Nominating Committee	8
Outreach Committee	10
Technology Committee	11
ISO Central Office	13

## **Letter from the International Service Organization of COSA Board Chair**

Hello to COSA delegates and registered COSA meetings,

It has been an honor serving as board chair for the past year. I get to see the amazing dedication of the board, the committees, the delegates and the whole fellowship. And, I get to hear the stories of what COSAs and meetings all over the world are doing. This report is just a snapshot of what has been going on at the board and committee level. I will let the committees tell their own stories, but I want to share a few things that the board has been working on.

As I write this, we are getting ready to hold the delegate meeting. For the first time, we are holding the meeting over two days. Over my years on the board, I have seen the delegates take on more and more business each year. Having the meeting on two days will give us the flexibility to handle more business than we could with a one day meeting, as well as build better connections between the board and delegates. I believe that, over time, this will facilitate COSAs growth as an organization and a fellowship.

A change that we hope will be visible over the coming months is search engine optimization or SEO. The technology committee will probably roll their eyes at my oversimplification, but SEO is about improving our web site's position in searches. It is the newest technological version of "attraction, not promotion." We'll be investing in SEO and hope to see results. Of course we'll look at measurements of website traffic, but over time, we hope that we can connect more people to the meetings and other resources that they need. As always, we are here for those who are still suffering.

These are just a couple of the more visible things that the board and committees have been working on this year. Stay tuned to the weekly COSAs in the Know email for more updates throughout the year.

Thanks for the opportunity to serve our fellowship.

Sara L.  
International Service Organization of COSA Board Chair

**2022-2023 International Service Organization of COSA Board of Trustees  
and their Committee Service Roles**

Chris C., Alamo, CA, USA  
ISO Board Member, Nominating Committee Chair

Jo G., Surrey, United Kingdom.  
ISO Board Member, Member at Large

Amy B., SC, USA  
ISO Board Member, Board Liaison for Literature Committee, Literature Committee Member

Mary H., Naples, FL, USA  
ISO Board Member, ISO Secretary

Sara L., Saint Paul, MN, USA  
ISO Board Member, ISO Chair, Supervisor to ISO Central Office Manager

Tracy S., Boulder, CO, USA  
ISO Board Member, ISO Treasurer, Budget and Finance Committee Chair

Julana S., Houston, TX, USA  
ISO Board Member, ISO Vice Chair, Outreach Committee Chair

Eveline S., Irvine, CA, USA  
ISO Board Member, Board Liaison for Technology Committee, Technology Committee  
Member

**ISO of COSA Board Committee Reports  
Budget and Finance Committee  
Annual Report 2023**

**B&F Committee Year in Review**

We have had a breakeven year, with net income of \$3,700 as of March 31, 2023, and revenues and expenses are in line with the annual budget. Our cash position has remained stable, and is \$124,400 as of March 31, 2023. We appreciate all the fellowship's financial support.

**Highlights of the year:**

The board is considering ways to use the excess cash in the bank to help carry the message of COSA to the fellowship and newcomers, and that process is ongoing.

The current treasurer is retiring June 2023, and a new person is being trained to take over that position. This process began last fall. The B&F committee is working hard to make sure the transition as seamless as possible, and is confident that that will occur.

The B&F Committee along with the Central Office employee are continually evaluating the workability of the accounting system and looking for additional ways to streamline the process. For example, the procedure for compiling information for the annual IRS tax letters was streamlined this year.

In general, the accounting functions operated smoothly, no major improvements were made, and none are being contemplated in the future.

The project to document all our accounting procedures for future generations is in process.

On the whole we had a busy prosperous year, with projects in place that will help the fellowship grow financially and responsibly in the years to come.

**COSA Convention Committee  
Winter Gateway to Recovery Virtual Retreat  
Annual Report 2023**

Our Winter Gateway to Recovery Winter Virtual Retreat, February 25-26, included nineteen total sessions and forty two different presenters. There were three sessions per day, with thirty minutes between sessions to allow time for a reasonable break, with an "Extra Sip!" option after the final meeting. Recordings were made to be used in the COSA store from 16 of those sessions. We used four different Zoom rooms with fifteen different hosts. Two hundred thirty people registered for the retreat. One hundred were new to a virtual retreat. Fifty seven were new to COSA and needed a sponsor or co-sponsor. Six indicated a willingness to be a sponsor. Thirty three wanted a step study. One hundred thirty nine indicated that they would give a 7th Tradition donation.

It was a privilege and honor to serve in the preparation for as well as to participate in this valuable COSA Retreat.

Gratefully prepared by Martha Jean (Chairperson) and Cindy P (Registrar)

Y 1	UK Time	Eastern Time	Pacific Time	Snowman - ISO	Snowflake - Teen	Snowshoe - MJ's	Snowstorm - TRADITIONS - So CA
DAY 1	Password - 2023COSA						
75 minutes	4:00-5:15	11:00-12:15	8:00-9:15	Sara L., "Welcome" / Theresa D., "Opening Speaker: The Journey"			
30 minutes	5:15-5:45	12:15-12:45	9:15-9:45				
75 minutes	5:45-7:00	12:45-2:00	9:45-11:00	Amy S., "Getting Unstuck: If This is Recovery, How Come Things Aren't Better?"	Audrey P., "Meditation for the Restless Brain"	Heather S., Jess H., and Martha Jean, "Steps One, Two, and Three--From Unmanageability to Letting God"	Mary H., Diana L., and Kerry M., "Traditions Trios---One, Two, and Three"
30 minutes	7:00-7:30	2:00-2:30	11:00-11:30				
75 minutes	7:30-8:45	2:30-3:45	11:30-12:45	Liz G. and Sue Z., "Gradually"	Amy, Addison S., Nancy, Art,	Catherine E., "Part One: Steps Four and Five---	Eveline S., Linda P., Tracy S.,

				the Gifts Multiply"	Anya, and Eduardo, "The Role of HIR Meetings in Our Relationship Recovery"	Recovery in Action"	"Traditions Trios---Four, Five, and Six"
DAY 2							
75 minutes	4:00-5:15	11:00-12:15	8:00-9:15	Kymerlee, Joey, Nan, Pat, and Sara L., "Personal Growth Through Service"	Greta B., Kate M., Lyle E., and Steve M., "COSA Voices: Panel"	Lizzie, "Part Two: Steps Six, Seven, Eight, and Nine--- Recovery in Action"	Stephanie H., Sarah S., Ruth G., "Traditions Trios--- Seven, Eight, and Nine"
30 minutes	5:15-5:45	12:15-12:45	9:15-9:45				
75 minutes	5:45-7:00	12:45-2:00	9:45-11:00	Kerry M., "ACSA Meeting"	Pat D., "Circles of Recovery--- Oh, For Me, too? Who Knew?"	Jo W., Sarah L., and T.N., "Steps Ten, Eleven, and Twelve---The Steps We Take to Maintain Our Sobriety"	Ben B., Marlane D., Margie Z., "Traditions Trios---Ten, Eleven, and Twelve"
30 minutes	7:00-7:30	2:00-2:30	11:00-11:30				
75 minutes	7:30-8:45	2:30-3:45	11:30-12:45	Sara P., "Gratitude" / Deb W., "Closing Speaker: Things I've Learned in Recovery"			
45 minutes	8:45-9:30	3:45-4:30	12:45-1:30	Theresa D., Sandy S., and Suz, "Extra Sip!"			

## Literature Committee Annual Report Service Year 2023

The Literature Committee had seven goals this year:

1. Complete and submit eight chapters of the basic text for approval at the 2022 Delegate Meeting.
2. Train new members of ER Team, and develop a streamline procedure for ER Board Liaison. (done)
3. Train the new Balance Coordinator. (done)
4. Hold quarterly committee meetings and enhance committee teamwork between the three teams.
5. Find co-leaders (serving as vice-chairs or alternate chairs, likely replacements) for key service positions. (partially done, in progress)
6. Create a small sub-committee to review the cost of editing and publishing the basic text. (done)
7. Review position of cosacopy responder and redefine tasks. (done)

The Literature Committee consists of three teams (*Balance* team, Expedited Review team, and Literature in Development team). Each team meets at various intervals due to the critical nature of their work and is dedicated to maintaining the commitments of producing the *Balance*, reviewing information presented publicly, and writing for the basic text.

We have a very dedicated committee with both new members joining our teams and others having served for many years. The Literature Committee is always looking for those willing to serve on the Committee or to write for *Balance*. We could use administrative assistance and project coordination, in addition to welcoming new writers and editors.

The *Balance* team welcomed a new Balance Coordinator who has done an excellent job of getting the newsletter back in publication. Our editors have remained in their service roles, and having the team working well, we are pleased to have three issues published this year, with a fourth in production. Two of the issues are double-issues. We welcome submissions from any COSA and anyone interested in helping with COSA's newsletter. We are seeking photographs by COSAs for the *Balance* as well.

The Expedited Review Team (ER) has a new Board Liaison who coordinates submissions to COSAs in the Know (CITK), our weekly email to the Fellowship, and all public postings and literature. She has worked with the newest editor and our long standing member on the streamlined procedure. ER oversees that COSA's writings are presented consistently, correctly, and professionally.

The Literature in Development Team (LitDev) is the largest of the three teams. We have done a tremendous amount of work this service year in preparing eight chapters for delegate consideration, as well as submitting estimates to the Board on costs for getting the basic text professionally edited and printed. LitDev has been working steadily to present the entire basic text to the delegates in 2024 and to do this, we must maintain a rather robust pace of chapter preparation. The first edition of basic text will not include COSA Voices (also called COSA stories) in order to meet this goal.

We created a mentoring system for new members of the Literature in Development committee. These mentors helped guide new members with procedures, systems, editing, and technology.

The Literature Committee continues to receive requests from members for new literature. Although we are bound by the delegate directive to not work on any other literature until the basic text is completed, in the coming year we will be conducting a Fellowship survey on what projects to take on next.

Additionally, the UK COSA Fellowship is now printing their own literature with a print shop there in the country. They have access to specific files for booklets.

We have updated the language in the meeting guide to be more inclusive, consistent with the Diversity Statement.

In looking ahead to the next service year, we are excited to be nearing the publishing of the basic text. We will be posting a separate survey about a name for the text. We also hope to hold at least one meeting for all three teams.

## **Nominating Committee Annual Report 2023**

This year's Nominating Committee was comprised of five members. Over the course of this service year, our team held nine meetings and considered the application for board service of three COSAs.

This year's Nomination Committee is the same size as last year's committee, with two of the members from last year's committee replaced with new members. This year's committee was comprised of a mix of members with board level experience in service to COSA, and a member new to the process. The addition of a COSA new to the process onto the committee was a deliberate attempt to bring the minority voice and disrupt any "business as usual" behavior by the

At the 2022 delegate meeting, the Nomination Committee was asked by the delegates to make the process of nominating potential board members more open and transparent. The Nomination Committee considered this in its first two meetings of the year, where the following was agreed to:

1. Members to write an article for CITK about their Board Service experiences.
2. All Nomination Committee members willing will attend the delegate meeting in January to talk about the Nomination Committee process, empowering all the delegates to be part of the Nomination Committee.
3. Agreed to change the "Recovery Resume" form, adding several questions for the nominees designed to give the delegates more insight into the nominee's journey in COSA and their ability to serve on the board.
4. It was reported that the delegates wanted to have the board candidates on the last Zoom meeting before the delegate meeting. We agreed to give the board candidates the option to appear on this Zoom meeting but were concerned that to make this a requirement might put candidates off.
5. Agreed to make a monthly standing Nomination Committee meeting for the year due to the number of candidates needed.

Many individuals were contacted by the members of the Nomination Committee, as four board member let it be known their intent to step down this year, thus a minimum of three candidates were need to meet the board minimum of seven members, per the COSA by-laws. More than 15 COSAs were contacted by member of the committee to see if they were interested in board service, most declined. No COSA submitted their application without first being contacted by a committee member. Asking service active COSA to serve on the board has been by far the committees more successful recruitment approach.

In the coming year we expect 2 or 3 board positions will need to be filled. In this coming year the Nomination Committee will need to be nimble, recruiting at the convention face to face, and establishing a large committee so that members can be in many virtual meetings and recruit there. In the coming year the Nomination Committee has the following goals and actions to energize recruitment of highly qualified COSA's for service:

- Recruit more members to the committee, including a new committee chair.
- Nomination Committee Members will attend a wider range of Zoom meetings to maintain and increase connectedness with the fellowship and to counteract the loss of connection opportunities at face to face convention, and retreats.
- Renew recruitment efforts at the face to face convention in St. Louis.

Please reach out to the Nominating Committee if you feel called to support this endeavor at [nominations@cosa-recovery.org](mailto:nominations@cosa-recovery.org). Or, during the Convention, please notify any current or former Board member and let us know you are willing to be of service.

As we enter the new service year, the Nominating Committee will continue seeking new people to serve on the board. This rotation of service keeps COSA healthy today and in the future. Those qualified for board service are: COSA members who have worked all Twelve Steps, have a sponsor or equivalent, be a member of a registered COSA group, and have two years in COSA. Are you interested in serving COSA as a board member? If you're not ready now, please keep your mind and heart open for the future. Until then, please consider volunteering for another service position that would benefit from your unique experience, strength, and hope. The service you give comes with deep, lasting rewards and growth to your personal recovery.

Thank you for letting us be of service.

## **Outreach Committee Annual Report 2023**

The Outreach Committee has branched out into new fields while also supporting ongoing efforts. Outreach works accomplished and in progress include:

- The Outreach Committee is pleased to begin giving COSA Grants and Scholarships! One of each has been awarded so far and we look forward to future applicants. Please see the Resources Tab on the COSA website for more information and the application forms. These grants and scholarships support new meetings, COSA events, and COSA outreach efforts.
- Representatives from COSA staffed a booth at the National Association of Social Workers Texas Chapter convention in October. We were visible to over 500 social workers and spoke directly with about 150 people, most of whom had never heard of COSA. We can only attract the people who know we exist. We considered this outreach very successful and expect to do a similar event again. COSA groups wanting to spread the message in a similar way are eligible for an Outreach grant to do so.
- The UK branch of the Outreach Committee is going extremely well! They have had several events, established new meetings, have developed a British webpage, and have a way to quickly and cheaply get literature to COSAs in Europe. Special thanks to Jo in the UK for leading this!
- The COSA Teen online meeting designed for teens from thirteen to eighteen whose lives have been affected by compulsive sexual behavior on the second Sunday of each month was faithfully staffed by two adult COSAs for a year but the meeting did not become successful. The time slot for the COSA Teen meeting is still open. Any teen(s) wanting to have a meeting can reach out to the contact person for the online password and both adults will attend.
- Spanish translations of the Steps and select pamphlets are ongoing.

## **Technology Committee Annual Report 2023**

The Technology Committee's oversight includes the maintenance of the COSA website (cosa-recovery.org) including the COSA Online Store; sending emails to the fellowship; converting convention recordings to MP3s; setting up and maintaining the registration page for the convention and Annual Delegate Meeting; maintaining the database of meetings; and various details involved in setting up emails, data storage, and things "techy".

The majority of the work involves maintaining and offering services through the website. We are researching more ways to make the cosa-recovery.org website be more representational of our fellowship as well as how to do a better job at reaching those who are still suffering. We are continuing to learn how to add content as well as updated existing content on the website. The Board has directed us on adding some new features to the website. We made some progress, and we plan to continue working on those in the coming service year. We have received feedback from Delegates and other COSA members about suggested changes for the website. We are reviewing them and adding them, as we are able. We appreciate all the feedback and support we receive from the delegates, the Board, and the fellowship.

One of our primary focuses in the coming service year is to improve our SEO or search engine optimization. For those unfamiliar with the term SEO, this refers to changes we can make in order to improve our cosa-recovery.org website so that it ranks higher on search engine results pages (like Google or Yahoo) to help those that are still suffering to find COSA easier/faster. We will also begin working on a Spanish version of the cosa-recovery.org website. We are looking forward to see what we can do for the fellowship in 2023-2024.

Since last April, TechCom has sent 54 fellowship emails. This is the primary method of communicating information to the fellowship. We started combining weekly meditations with other fellowship emails into one weekly email. Our goal with this format is to reduce the number of emails sent so as not to overwhelm the recipients. Besides the weekly "COSA in the Know" email, our bi-monthly newsletter, *Balance*, as well as a handful of other emails were sent to the fellowship. We will also, this year, be working on updating the format of the fellowship emails to make it more accessible.

We added the 2022 hybrid convention recordings along with the 2023 virtual winter retreat recordings to the COSA Online Store. We continued to offer a one-click purchase of an entire year's convention recordings at a 20% discount.

The Technology Committee oversaw the posting of information for the 2023 COSA virtual winter and in-person summer convention, *Gateway to Recovery*. We continued to improve the delegate and convention registration processes.

TechCom oversees the maintenance of the meeting database and updates meeting information on cosa-recovery.org as supplied by our registered meetings. Currently, there are 155 registered COSA meetings.

Our shared vision for the 2023-2024 service year is to continue to determine ways to make cosa-recovery.org more accessible to the newcomer as well as make it easier to use/navigate on mobile electronic devices; to enhance the visual impact of fellowship emails; and to continue providing technical support to the board and fellowship.

The Technology Committee is very different from other ISO Committees. We do not have monthly meetings or an ongoing list of action items. TechCom is like a series of cogs where we all work together to accomplish our primary purpose. As we add new TechCom members, we increase the number of cogs and reduce the size of the individual cogs as well. This year one of our goals is to add more cogs to TechCom. If you would like to be a cog in the Technology Committee, please let us know! We also need non-technical cogs as well.

Thank you for letting us be of service.

## **Central Office Annual Report 2023**

The Central Office of the ISO of COSA continues to support the fellowship through its focus on providing literature to the fellowship and accurate and timely financial data. As an international organization we are committed to providing literature to all. This year purchases on our website totaled \$7,332.86. Most importantly we distributed 945 items to individuals with over 286 orders averaging \$25.64. Our top sellers this year were The Compilation of the Twelve Steps followed by Sobriety, the Newcomers Packet, COSA Medallions and Boundaries. Additionally, our kindle literature on Amazon generated revenue of \$429.89 from US sales, \$24.47 from UK sales and \$1.96 from Canadian sales. These numbers represent over 450 downloads of our literature to individuals with the top downloaded pamphlets being Boundaries, followed by Sobriety, Step 1 and Sponsorship.

Our finance and budget committee continues to provide great oversight of the office position, supervising and auditing all reports and data that goes into our financials. Each year we set goals to more effectively utilize technology to streamline our processes and provide real time data to our leadership. Our volunteers serve as a great asset in working towards those goals. A huge thanks for the work and wisdom they provide to the fellowship.

In the COSA tradition of being fully self-supporting our fellowship continues to provide generous financial support. Each calendar year, in January, the central office sends statement to all individuals who have provided financial support to the fellowship. We will continue to send these by email to reduce paper and printing costs. If you need a printed statement, please reach out to us at the end of the calendar year at [isocosaoffice@gmail.com](mailto:isocosaoffice@gmail.com).

My thanks to the fellowship and the Board for the opportunity to serve in the COSA office. It is a pleasure and privilege to be a part of this organization.

In gratitude,  
Susan K.