

For COSA Website – available to the public
International Service Organization of COSA

Board Meeting

Sunday, October 1, 2023

12pm – 2pm Pacific, 1pm – 3pm Mountain, 2pm – 4pm Central, 3pm – 5pm
Eastern

Our Mission is to serve the fellowship of COSA by fostering the growth of individual groups and facilitating communications of COSA principles and ideals through the Twelve Steps and Twelve Traditions.

Tradition 2: For our group purpose there is but one ultimate authority -- a loving God as expressed in our group conscience. Our leaders are but trusted servants; they do not govern.

CONNECT:

Serenity Prayer
Check in

CONSENT AGENDA:

August meeting summary, any corrections? Reds or Yellows? No. All Green
PASSES

ACTION ITEMS:

ACTION ITEMS Note: COSAs in the Know = CITK, Delegate Working Group = DWG,
Annual Delegate Meeting = ADM, SEO = Search Engine Optimization

PERSON	Due Date	ACTION ITEM	Done?/Comments?
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Co-chair E	July	Forwarding emails - Crosscheck receiving committee chairs with current committee chairs on website, also chairs can perform check on their own (send themselves an email)	Done
Co-chair E	July	Update contact list to show which email addresses are to be used for board business	Done
Co-chair E	October 1	Document Tech Comm processes for removing meetings	Co-chair E or database coordinator will Make 3 contacts, by email or phone. If there is no response, then delete the meeting, so yes there is a process. Done.
Co-chair E	This was starting in July	SEO with paid web designer: incl tags to words on website and new website/webpage content	Action item from 2022-2023 ISO Board Got another web designer who is also a COSA. She will do it for free. So still in progress.
Outreach chair	October 1	Confer with Jo about the relationship between ISO and COSA UK	She says the only thing they need is help converting their lit to a Kindle friendly format. One suggests converting to Word. A grant is being requested, also a scholarship. We are also mindful of currency conversion. All is still in progress.

Delegate Liaison and Co-chairs consult	October 15	Check with DWG about conflict management	Pending
Co-chair E (also, with Treasurer)	November 5	Check with PrintFul about not paying sales tax	Sent letter, copied to treasurer. PrintFul has been contacted. Still in progress
Co-chair J	November 5	Write a piece for CITI - ask for ESH about hybrid meetings	
Co-chair J	November 5	Write a piece for CITK asking for COSAs with knowledge of Tik Tok. Explore sending the same info to WhatsApp COSA group	
Co-chair J	November 5	Beta test for collecting numbers to use Remind App	
Treasurer	November 5	Conversation with Joey about credit card charges for Convention	
Treasurer and Office Worker	November 5	Create 3-5 examples of national, Canadian, and international literature orders with shipping costs	Still in progress

Past Chair	November 5	Find a reasonable cost to pay Office Worker for Mail Chimp duties	Training on MailChimp is going well.
Co-chair E	November 5	Co-chair E will speak with Nominating Com. Chair about re-working the board application process.	
Co-chairs J, E	January 7	Put the issue of a COSA presence on Wikipedia on the agenda	
Treasurer	January 7	Plan for updating Service Guide	
Treasurer	January 7	Update Rosetta Stone	
Treasurer and UK Cosa	January 7	Communicate regarding PayPal	UK Cosa wants changes to PayPal. Still pending

CONTENT:

Concept Discussion: Concept 5: *Throughout our structure, a traditional “Right of Appeal” ought to prevail, so that minority opinion will be heard, and personal grievances receive careful consideration.*

Presenter’s comments: on issues of grave importance, the minority has the actual duty of presenting their views. (to have a voice). The well heard minority is our chief protection against an uninformed, misinformed, hasty or angry majority. It is incumbent upon them, therefore, in their own meetings, to pay special deference to the minority voice. It gives us a broader view. This concept also warns us of “the tyranny of the majority’. We can easily get “tunnel vision”.

Shares on Content:

I appreciate the idea that it's a duty, and also not to disregard just because someone doesn't say things in the same manner as someone else.

COSA volunteers, and board service – Lit Com liaison is working with the Nominating Committee Chair, looking at the website, about board service, volunteers, and Nominating Committee.

Under the ways to be of service link, ways to volunteer form is different from the COSA board application. One board member didn't find it difficult to find the board application. She noted her area of service interest on the application. Others on the Nominating Committee would like to see a link easier to find, also directions for where to return the form. Lit Com Liaison thought maybe this could be under the drop down for the Board. As the Secretary is now thinking, we could also have this under the "Ways to be of service", as well as under "Board" - the link.

Ask Co-chair E to look at putting a link on how to be part of the board, share with Nom Com. We might even have a COSA from South Africa looking at volunteering. Do we want to make this an Action Item?

Co-Chair E will talk to Nom Com chair about revamping the board application system, and make sure she is receiving any emails. This Action Item will be due November 5.

COSA RECOVERY BOOK - The Lit Comm sent our professional editor some questions. She is looking to be completed Oct 24 at first pass, then will send it back to us for a second pass. We are also working with a COSA with graphic design skills to get the cover taken care of. Page number, format, etc. can all be done quickly. It's **all** working quickly.

Delegate Update Meeting request

Lit Com Chair joined the meeting. She is the current Lit Com chair; Another COSA (SS) will take over that role in January. (Our board member is the Lit Comm Liaison), SP is sharing on behalf of the Lit Committee, and read from the following statement (condensed)

On behalf of the Literature Committee, we feel it incumbent on us to bring awareness to a growing concern regarding the upcoming Delegate Update Meeting of October 12 and 14. Many delegates wish to ask questions and give feedback to Lit Com based on the June 2023 Delegate Meeting. We are concerned that the delegates and committees alike would be losing an important opportunity for constructive, informative dialogue prior to the fall Delegate Meeting. We support hearing the minority opinion in ways that follow the safe communication guidelines and Concepts that COSA promotes. We're asking the Delegate Liaison to email delegate questions and feedback in advance so we can reply and make best use of our ten-minute allotted time. We also note that Lit Com is not presenting anything at the Fall Delegate Meeting. We will be happy to

share an update on the **Balance** re-launch, and also where the **COSA Recovery Book** is in the professional editing process.

Outreach Committee: So far, this has been a committee of 1, - our Outreach Chair. Every new meeting when registering, can also apply for a \$100 grant to help start up their meeting; They would be sent a “Meeting in a Bag.” There was discussion on what things are included in this bag, and who sends them out. Our Office Worker has told her what the “top sellers” are, and has already purchased some low-cost bags from a craft store. The Outreach Chair could send the meeting information to our Office Worker, noting that the meeting has been approved, please send a bag. A board member has offered to be another pair of eyes to look at these things. Co-Chair J said once this is settled, it’s something that could go on the store link (where we also have literature, MP3’s, chips, etc.). Our Outreach Chair could write an announcement about this and submit it to ER first, then CITK, and also the Balance Newsletter. Board member S, and Co-Chair E are offering to help if needed.

Convention Update –Things are progressing well. a COSA with graphic design skills will be doing the artwork. The agenda is pretty well filled. There are still some other roles that the Virtual Retreat is looking to staff. The in-person Convention in Columbus has the hotel set. Some selections – like food, still need to be made. They are also progressing well.

Financial

Balance Sheet (from July 1, 2023 until end of September 2023)

Total Assets are \$133,609. This includes the \$35,000 CD that we recently got at Chase.

Total Liabilities are \$63,283. This includes some board travel expenses, Convention expenses, Reserves for COSA basic text, Reserves for operating expenses

So Total Equity is \$70,326.

Profit and Loss (from July 1, 2023 until end of September 2023)

Our Total Donations are \$6,571.

Total Sales is \$985

Total Income \$7,557

Total Expenses for this same time period include COSA products, postage/shipping, printing, Office Expenses, travel, Payroll, MailChimp, tech fees, PayPal Fees, etc. of \$3,045

Our Net Operating Income is \$4,511

Next Board meeting is November 5, 2023

Check Out

Serenity Prayer