

# SAN DIEGO COUNTY CODA COMMUNITY BUSINESS MEETING

## ANNUAL ELECTIONS JANUARY 15, 2022 | 10:00AM

These positions are a great way to provide service to the community, receive support from other members, & grow in your recovery. Matters that affect our community are brought to this meeting, discussed & voted upon. Everyone who attends has a voice.

**Community Representative:** Prepares an agenda for the monthly meetings; conducts the meetings in accordance with the Twelve Traditions, the Committee's group conscience and established parliamentary procedures; signer on the committee's bank account

**Alternative Community Representative:** Serves in the absence of the Community Representative, who prepares an agenda for the monthly meetings and conducts the meetings

**Regional Representative:** Represents the Committee by attending four SoCal Board Meetings held each year; reports events and business of that group to the Committee.

**Treasurer:** Records income & expenses in QuickBooks Online; reconciles bank accounts; pays bills and reimburses committee members for expenses; collects 7th tradition; prepares and mails acknowledgement letter; prepares an annual budget; signer on the Committee's bank account

**Workshops, Seminars and Panels:** Creates and coordinates, with the help of volunteers, Super Seminar Saturday and other events, which offers support to the fellowship and raises funds for the CoDA Community.

**Public Info/Phones:** Speak with individuals who call with questions about CoDA.

**Literature:** Coordinates the purchase of literature in bulk from CoRe Publications for the benefit of the San Diego CoDA Community and disbursement to individual meetings and CoDA events.

**Hospital & Institutions:** Communicates with and recruits volunteers; reports information to Community Committee; contacts facilities to determine if meetings can be held there (examples: women's jail, men's jail, Veteran Village, etc); coordinates meetings at facilities

**Recording Secretary:** Takes and transcribes the minutes of the monthly Committee meetings and distributes to the Committee

**Outreach:** Coordinates the activities of committees which facilitate community outreach by participating at fairs and other local events, and which spread awareness through communication with mental health professionals, bulletin board flyers, etc

**Qualifications:** 1) Active in CoDA for 1 year; 2) Familiarity & commitment to practice the 12 steps and 12 traditions; 3) Attend 4 of the last 6 community business meetings (if attended less than 4, start in acting committee role)

Meetings are held monthly, on the 3rd Saturday of each month, from 10 am - noon.

Interested in providing service to our community? Want to learn more about these positions?

Come to the next meeting on Zoom.

Dial In: (720) 707-2699; Code: 773 573 132; Password 066788