CoDA Service Conference (CSC)
2024 Motion Form

Check one:

____**Motion submitted by:** Board - CoDA Inc.

____**Motion submitted by:** Board - CoDA Resource Publishing (CoRe)

_X_ **Motion submitted by:** (Committee)
  Committee Name: Communications

____**Motion submitted by:** Voting Entity (VE)
  VE Name:_____

Submitted Date: May 8, 2024

IMPORTANT DEADLINES:
- **Motions** are due **75 days** prior to CSC which for this year is **Wednesday, 2024 May 8**.
- **Bylaw** changes/amendments are due **75 days** before CSC which for this year is **Wednesday, 2024 May 8**. These changes/amendments cannot be brought to the floor if this deadline not met. In accordance with our Fellowship Service Manual (FSM) and CoDA Bylaws, Bylaw amendments are to be submitted to the Board Secretary: secretary@coda.org.
- **Revisions** are due **60 days** prior to CSC which for this year is **Thursday, 2024 May 23.**

Motion Number: 1. (   ) 2. (   ) 3. (X) 4.(   ) 5. (   )   (Check One)

Revision #: _____   Revision Date: _____

Note: Please refrain from using CoDA acronyms such as VE, CEC, IMC, etc. when completing this form unless you make a reference such as: CoDA Events Committee (CEC) then use CEC.

Motion Name: Request for new MS365 account for MeetingUpdates@CoDA.org

Motion – In this section write exactly what the motion is. Do NOT attach a file. (If the motion is to change something in the FSM, be sure to write exactly how the wording should appear in the FSM)**:**

Communications (Comm) Committee requests that the CSC delegation approve Comm having a separate full MS365 license for MeetingUpdates@CoDA.org.

Intent, background, other pertinent information (Do NOT attach a file. If you have reference documents, please embed them here):

Comm has made repeated requests to have a new dedicated MS365 full license for the sole use of our Trusted Servant(s) to send/receive emails as we contact the countless meetings that are listed on our CoDA.org website. The first week of May alone, our Trusted Servant confirmed and reported about **30 closed meetings** not updated since 2020/22. Currently we are using our Info@CoDA.org email alias, which is funneled to our InfoCoDATeam@CoDA.org MS365 account, which is the general email "switchboard" of CoDA World. Our email team receives and responds to emails from the CoDA Fellowship on a daily basis. It is very challenging for our team and the meeting update Trusted Servant(s) to separate out the emails. By having a separate MS365 MeetingUpdates@CoDA.org for our Trusted Servant(s) to work with, we are better able to track the outgoing requests and incoming responses to update the meetings. As of May, our Trusted Servant has "touched" over 700 meetings. There is nothing more frustrating for a CoDA Fellowship member (new or not) to try to locate a meeting that has current contact information and accurate meeting information.

The Board has requested that we not include the word "meeting" in the name of the new account due to our Fellowship confusing it with Meetings@CoDA.org. Comm is truly struggling to understand the Board's reasoning and reluctance to our repeated requests.

Remarks:

See Intent above. No further remarks.

We ask that you use the most current FSM on coda.org and be very specific where this change should be made to include references to a certain sentence, paragraph, etc. You may copy and paste from the current FSM to ensure accuracy and indicate as "current wording:", then list the change or update by indicating "new wording:".

This motion requires changes to the following: (check all that apply)

____CoDA Bylaws: Page/Section #_____
____FSM Part 1 – Structure and General Information: Section #_____

____FSM Part 2 – Meeting Handbook: Section #_____
____FSM Part 3 – Guidelines for Other Service Levels: Section #_____
____FSM Part 4 – Service Conference Procedures: Section #_____
____FSM Part 5 – World Level Service Details: Section # _____
____Change of Responsibility: _____
_X_ Other: New MS365 license for MeetingUpdates@CoDA.org

Specific details:
    Section # and title:
    Copy and Paste from most current FSM on coda.org

Motions are to be sent to: **submitcsc@coda.org**
Bylaw changes/amendments are to be sent to: **secretary@coda.org**
If you want assistance writing your motion, please send email to Board@CoDA.org

(Data Entry Use Only)

Motion result: _____