



CoDA Service Conference 2023 Motion Form

Check one: **Motion** (Board - CoDA Inc.)

Motion (Board - CoRe – CoDA Resource Publishing)

Motion (Committee)

Committee Name - Finance _____

Motion (VE - Voting Entity)

Voting Entity Name- _____

Submitted Date: 7/3/2023 **Late**

Due 75 day prior to CoDA Service Conference (CSC)

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

Revision #: _____ **Revision Date:** _____

Due 60 day prior to CoDA Service Conference (CSC)

Motion Name: Submission of Budgets 105 days before CSC

Motion:

To change the Fellowship Service Manual (FSM) Part 4 “Procedures for submitting CSC items” by splitting the 4th bullet into the following two bullets and moving the second to the top of the bullets (to be in chronological order).

- All reports and goals must be emailed 30 days before the start of the conference. All reports and goals will be emailed to submitcsc@codas.org.

- All budgets will be emailed 105 days before the start of the conference. Budgets are to be emailed to budget@coda.org .
(Move this bullet to the top of the list.)

Intent, background, other pertinent information:

By asking for budgets 105 days before CSC, it gives the Finance Committee a chance to compile individual committee budgets and the Board's budget into one budget that can be submitted on time to the delegates for consideration.

This is how we have done it in the past two years, and we are getting the FSM corrected to reflect what we are doing.

Remarks:

The FSM Currently reads:

Procedures for Submitting CSC Items:

To ensure that Voting Entities have an opportunity to review all CSC submissions prior to CSC:

- All Motions will be emailed to submitcsc@coda.org no later than 75 days before the start of conference with revisions allowed for up to 60 days before the start of conference.
- As defined by our Bylaws, any Bylaw changes must be submitted to the Board Secretary in electronic form no later than 75 days before the start of conference.
- The Bylaw and other motions will be posted on the coda.org website and email notification of their availability will occur no later than 70 days prior to the start of the CSC. This is 5 days after the 75 days prior to the start of CSC when the above Bylaw and other motions are due.
- All reports, goals and budgets must be emailed 30 days before the start of the conference. All reports and goals will be emailed to submitcsc@coda.org All budgets will be emailed to budget@coda.org no later than 30 days before the start of conference.

Part 4, Page 10, Last Revision: 2023-05-06

If passed, the FSM will read:

Procedures for Submitting CSC Items:

To ensure that Voting Entities have an opportunity to review all CSC submissions prior to CSC:

- All Motions will be emailed to submitcsc@coda.org no later than 75 days before the start of conference with revisions allowed for up to 60 days before the start of conference.
- As defined by our Bylaws, any Bylaw changes must be submitted to the Board Secretary in electronic form no later than 75 days before the start of conference.
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- All reports and goals must be emailed 30 days before the start of the conference. All reports and goals will be emailed to submitcsc@coda.org.

This motion requires changes to: (please check any that apply)

Bylaws FSM P1 FSM P2
 FSM P3 FSM P4 FSM P5
 Change of Responsibility
 Other: _____

(Data Entry Use Only)

Motion result: _____

Please email to submitcsc@coda.org

(If you want assistance writing your motion, please send email to Board@CoDA.org)