**CoDA Service Conference 2011**

**Motion Form**

**Committee: Communication** **Date: 4/30/11**

**Motion Number: (data entry purpose only):_____**

**Result (data entry purpose only):**

**Motion:**

Rename Section 10 Board Overseen Service Functions and CoDA Standing Committees of the FSM to be Section 10 Board Overseen Service Functions, CoDA Standing Committees and other CoDA bodies

Add the following definition and rules for creation of a new Task Force or Ad Hoc committee to the Fellowship Service Manual (FSM) in the other CoDA bodies section:

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Other CoDA Bodies:

Task Forces and Ad Hoc committees:

Definition of a Task Force:

> Temporary group of people formed to carry out a specific mission or project, or to solve a problem that requires a multi-disciplinary approach.

Definition of an Ad Hoc committee:

> Committee formed for a specific task or objective, and dissolved after the completion of the task or achievement of the objective.

When a new Task Force or Ad Hoc committee is established by the CoDA Board between CSC meetings the following steps must be followed:

- A clear mission must be developed
- A clear set of criteria for membership must be developed
- The mission and criteria must be made available to the CoDA World Fellowship via posting on the website and sending out via the Email List to solicit volunteers
- Any decisions made by the Task Force or Ad Hoc committee must be presented at and approved by an upcoming CSC prior to any actions being taken

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**Intent:**

To ensure that CoDA continues to function as an inverted pyramid where our trusted servants do not govern and only operate according to the will of the Fellowship.

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**Remarks:**

During this past a year an International Task Force was created by the CoDA board. The steps listed above were not followed during the creation of this task force.