

## CODA UK National Service Committee Meeting

Saturday August 8th 2020

10.30am – 2.30pm

Zoom Meeting see email for sign in details.

Please note, anonymity is the spiritual foundation of all our traditions however as agreed by the NSC, all CoDA UK National Service Committee meetings are recorded by the Secretary and committee members to assist with preparing minutes and action points for service to the UK fellowship.

The recordings will be stored securely by the secretary/ committee members and deleted once the minutes have been agreed at the next meeting. All minutes of NSC Meetings are published on the CoDA website once approved

References to individuals are on a first name basis only. If you do not wish to be mentioned in the minutes please make this clear to the Secretary at the start of the meeting.

### Agenda

1 Welcome, moments silence, preamble, 12 steps, 12 Traditions, 12 Concepts of Service and sharing guidelines. Reminder of 30 second time out with serenity prayer if anyone requests and crafting of ideas for agenda items into proposals for action.

2. Introductions and Feelings check with meetings info from General Service Representatives and AOB requests from any attendee who wishes to have an issue discussed that isn't on the agenda. **Total for 1 & 2 20 mins = 10.50am**

3. Voting entity established and added to the minutes for clarity when voting and appoint spiritual time keeper **5 mins = 10.55 am**

4. Signing off the minutes from 2<sup>nd</sup> May 2020. **5 mins = 11.00am**

5. Region Reports CoDA North and LSER **15 mins = 11.15am**

6. Communications update Dipak

- Revival of the LSER
- CoDA UK speaker series
- Update on Meetings / CoDA NSC email account / other comms issues **15 mins total = 11.30am**

**COMFORT BREAK 15 MINS = 11.45 am**

7. Treasury issues Bruno

- Treasury and expense reports – **10 mins**
- Reconciliation of NSC and LSER funds – **10 mins**
- New Account signatories - **10 mins = 12.15 am**

## 8. Website

- General update – Pete 5 mins
- GDPR – Guy 10 mins = 12.30 noon

9. PI subcommittee update Kate (Islington) 20 mins = 12.50pm

COMFORT BREAK 15 MINS = 1.05 pm

10. Literature Secretary update Gillian 10 mins = 1.15 pm

11. Sponsorship workshops Hilary 5 mins = 1.20 pm

12. Safeguarding statement Alison 5 mins = 1.25 pm

13. CoDA National helpline Tony 5 mins = 1.30 pm

14. World Service Conference update Tony 5 mins = 1.35pm

15. Chairman's Letter Guy 5 mins = 1.40 pm

16. Public Liability Insurance Alison 5 mins = 1.45 pm

17. Activities for 2020/ 21 All 10 mins = 1.55 pm

## 18. AOB

- Which events can be sent out to CoDA UK distribution list- Dipak 6-7mins
- Tokens / chips to present to fellows at meetings following an enquiry- Alison 5 mins
- Other outstanding items of AOB 8 mins = 2.15 pm

19. Close 5 mins = 2.20 pm

For the sake of good order, here are the proposals agreed at the last meeting and a summary of the action points.

### Proposals agreed at the meeting:

1) Tony proposed signing off the minutes from the AGM. Gillian Seconded

Against – 0

Abstain – 0

Voting in Favour – 13 Motion carried

2) Dipak proposed sending an email to the 55 LSER meetings to set up a Zoom meeting in the next month to try and get some momentum around service and the redevelopment of the LSER. Hilary suggested that even after lockdown the LSER could continue on Zoom with twice yearly face to face meetings if that would enable the process to get off the ground? Kate F seconded Dipak's proposal.

Against – 0

Abstain – 0

Voting in Favour – 13 Motion carried.

3) Alison proposed adopting Bruno's policy. Tony seconded that and emphasised how important it was to develop a culture of transparency around expenses and that we could drill down on mileage numbers at the next meeting?

For this vote Evie had left the meeting and Bryony and Shaf had joined so the voting entity had changed to 14

Against -0

Abstain – 6

Voting in Favour – 8 motion carried.

4) Bryony proposed that Dipak be officially voted into the Communications role, Tony seconded the proposal.

Against – 0

Abstain – 0

Voting in Favour – 11 motion carried.

5) Tony proposed setting Bruno up a new Zoom account for the NSC with the most appropriate parameters and the password being circulated to all NSC members. Alison seconded this.

Against – 0

Abstain – 0

Voting in Favour – 12 Some members had left the group

6) Tony proposed 4 hours (10.30 – 2.30) on Zoom on 8<sup>th</sup> August 2020 for the next NSC. Seconded by Gillian

Against – 0

Abstain – 0

Voting in Favour - 12

#### Other action points from the meeting:

- 1) Alison to forward to Dipak all the copies of the minutes to be loaded up onto the website
- 2) Bruno to supply Dipak with the relevant information to go on the website to enable groups to make donations using the title 'Making a donation'
- 3) Bruno to investigate the various suggestions for establishing a private mileage allowance for expense claims.
- 4) All NSC members to look at the new website content on Codauk.org and provide feedback using the form.
- 5) Bryony to get the meeting list up to a suitable standard for use on the new site by 15<sup>th</sup> May 20.
- 6) Hilary to provide information to Pete for the sponsorship page on the new website.
- 7) Pete to work with Guy on the privacy statement for the new website, all NSC members to respond to Guy's email regarding the privacy statement.
- 8) Kate F, Bryony and Philip to come up with poster ideas (PI) for the next meeting.
- 9) CoDA Zoom event, anyone wanting to get involved with service please contact Gillian or Dipak.
- 10) Safeguarding statement, Tony to forward the query raised at the Northern Region meeting to the secretary and the NSC.