

CODA UK National Service Committee Meeting
Saturday 1st May 2021

1-5pm

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 may be 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 item | Start | Finish |
|--|--------------|---------------|
| 1 Welcome , moment's silence, Preamble, 12 Steps, 12 Traditions, 12 Service Concepts and sharing guidelines. Reminder of 30 second time out with serenity prayer if anyone requests. 20 mins | 1.00 | 1.20 |
| 2. Introductions and Feelings check with meetings info from General Service Representatives (GSRs) and AOB requests from any attendee who wishes to have an issue discussed that isn't on the agenda. 20 mins | 1.20 | 1.40 |
| 3. Request for a member to take minutes and agreement on how this will be done 10 mins | 1.40 | 1.50 |
| 4. Voting entity established and appointment of a spiritual time keeper 5 mins | 1.50 | 1.55 |
| 5. Reports and updates from members in service circulated in advance - are there any questions arising from these? 20 mins a. Treasurer b. Literature Secretary c. Sponsorship Committee d. Contacts Management working group e. London & SE Region (LSER) - verbal report from meeting 10 th April 2021 and background document attached f. North Region draft minutes - NSC to note, especially | 1.55 | 2.15 |

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| the discussions held about the three AOB items which they would like to share with the wider fellowship | | |
| 6. Treasurer proposals: 30 mins a. Zoom subscription renewal - vote b. Set up Paypal or Givt account - discussion and vote c. Lloyds Bank signatories - discussion for guidance | 2.15 | 2.45 |
| 7. Public Information (PI) proposals - discussion and votes 20 mins a. Introduction of a formal PI budget b. Set up simple way for groups to engage with PI work | 2.45 | 3.05 |
| Break | 3.05 | 3.20 |
| 8. CoDA UK to register as a charity - discussion and vote 10 mins | 3.20 | 3.30 |
| 9. Service positions - discussion and votes 30 mins a. Service role job descriptions b. Service role service role length, vacancies and appointments c. Role of trusted servants | 3.30 | 4.00 |
| 10. Service positions available - discussion and votes 30 mins a. PLI coordinator - Nomination received and role description attached b. Secretary - role description attached, nominations required c. Chair - Handover proposal attached and role description to be added here before meeting; nominations required | 4.00 | 4.30 |
| 11. Confirm future meeting dates & times - discussion and vote 10 mins | 4.30 | 4.40 |
| 12. AOB 15 mins | 4.40 | 4.55 |
| 13. Close - Promises and long form Serenity Prayer 5 mins | 4.55 | 5.00 |

The following agreed proposals from recent NSC meetings may guide us in our service:

20th March 2021 NSC meeting

Agenda item 1

That the minutes to NSC meetings be limited to the proposals/ votes only and relevant committee member's reports detailing business information e.g. Treasurer's Report/ PI/ Hospitals and Institutions.

The minutes will include 'dissenting voices' which will be specifically relayed to the secretary after the vote; the comments will be attributed to the member who made them.

Abstain - 0

Against - 0

In favour - 15 - motion carried

5th December 2020 NSC meeting

Agenda item 15

For this and the next NSC meeting we go with a majority vote i.e. the total of the in-favour votes is greater than the sum of the against and abstentions. The total of the votes is based on how many people are in the meeting and eligible to vote. Abstentions are made as members don't have the confidence to make a yes or no decision so need to be accounted for.

Abstain - 1

Against - 0

In favour - 9 Motion carried

5th December 2020 NSC meeting

Agenda item 7

Propose that when discussions diverge away from the agenda item, the Chairman can clarify with the sharer the new discussion point and raise it as an independent AOB item added to the end of the meeting or a sub-committee to discuss the item and report back to the NSC.

Abstain - 2

Against - 0

In favour - 8 - motion carried