

**CODA UK National Service Committee Meeting**  
**Saturday 7<sup>th</sup> August 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.

<b><u>Agenda item</u></b>	<b>Start</b>	<b>Finish</b>
<b>1 Welcome</b> , 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. <b>20 mins</b>	1.00	1.20
<b>2. Request for a member to take minutes and agreement on how this will be done</b> (see agreed proposals below) <b>10 mins</b>	1.20	1.30
<b>3. Introductions and Feelings check</b> 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. <b>20 mins</b>	1.30	1.50
<b>4. Voting entity established and appointment of a spiritual timekeeper</b> <b>5 mins</b>	1.50	1.55
<b>5. Matters arising from 19<sup>th</sup> June minutes – are there any questions arising from these?</b> <b>10 mins</b>  2-year service period for service roles <b>10 mins</b>	1.55	2.15
<b>6. Reports and updates from members in service circulated in advance – are there any questions arising from these?</b> <b>10 mins</b>  a. Sponsorship report b. Treasurer's report	2.15	2.25
<b>7. Items raised by the Treasurer</b>  a. Zoom Pro subscription and payment <b>10 mins</b> b. Funding for new meetings <b>10 mins</b>	2.25	2.45

<b>15-minute break</b>	2.45	3.00
<b>8. Service positions available – discussion and votes</b> a. Secretary – role description and nomination attached <b>10 mins</b> b. Literature Secretary – role description and nomination attached <b>10 mins</b> c. Treasurer – role description attached; nominations required <b>10 mins</b> d. Signatories on CoDA bank account – discussion required <b>10 mins</b> e. NSC Sponsorship Rep <b>10 mins</b>	3.00	3.50
<b>9. To register CoDA UK NSC with HMRC as a small, unregistered charity 10 mins</b>	3.50	4.00
<b>10. Discussion of roles and relationships between the NSC and the LSER/Regions 10 mins</b>	4.00	4.10
<b>11. AOB 35 mins</b>	4.10	4.45
<b>12. All to agree actions onscreen so minutes can be circulated straight away 10 mins</b>	4.45	4.55
<b>13. Close – Promises and long form Serenity Prayer 5 mins</b>	4.55	5.00

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

**20<sup>th</sup> 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

**5<sup>th</sup> 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

**5<sup>th</sup> 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