

CODA UK National Service Committee Meeting
Saturday 6th November 2021

1-4:15pm

Zoom Meeting

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.

<u>Agenda item</u>	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 - no other business	1.20	1.40
3. Voting entity established and appointment of a spiritual timekeeper 5 mins 12 VE – Frank to be spiritual time keeper Members present Cammie- Secretary and GSR for the MoM Groups Pete – Web service and Literature for Mom Groups Mari – Chair of NSC Bryony – GSR Monday Manchester City Centre, North Region Comms person, NSC Meetings list coordinator Hannah – Literature Secretary and Sponsorship liaison MoM groups Louise – LSER Dipak – communications secretary Sue – GSR Guy – PLI	1.40	1.45

<p>Hilary – Sponsorship</p> <p>Philip – GSR Penmaenmawr</p> <p>Gillian A – GSR</p> <p>Sarah P- Clapham GSR</p>		
<p>4. Matters arising from August minutes – are there any questions arising from these? 10 mins</p> <p>(Proposal: to remove this as minutes are completed in the meeting)</p> <p>No action</p>	1.45	2.05
<p>5. Reports and updates from members in service circulated in advance – are there any questions arising from these? 20 mins</p> <p>a. LSER report 10 mins</p> <p>next LSER meeting January 15th</p> <p>b. CSC Delegate reports (5 minutes each) 10 mins</p> <p>Philip’s report will go out with today’s minutes</p>	2.05	2.25
<p>6. Frank - WhatsApp group safety policy 10 mins</p> <p>*CoDA UK – Safeguarding Policy – August 2019* to be added to minutes for the WhatsApp groups in brackets.</p> <p>Frank asked to have Anon email address removed</p> <p>Proposal the endorsement of CoDA is removed from WhatsApp outreach until a committee is formed to make the group healthy and safe, at this point we can give the CoDA name back to the group-</p> <p>Seconded –</p> <p>5 of 13 voted for – vote not carried</p> <p>Proposal to give notice and time to right the group –</p> <p>Hannah to write down service required for the WhatsApp groups to action by the next group conscience. (28th November)</p> <p>Participant joined – VE now 13</p> <p>Hannah has written a notice for the WhatsApp outreach (outreach outside out of meetings) to be attached to minutes and to circulate to the groups and noticeboard of CoDA and in the NSC minutes.</p> <p>(During the most recent NSC meeting dated 06.11.21, an agenda item was raised to review the application of the CoDA 2019 Safeguarding Policy currently in place. With the recent growth and use of online social media platforms within local and national fellowship, there were concerns raised with regards to how improvements can be made to implement the CoDA Safeguarding Policy from in person to online interactions. Within the Group Conscience, it was voted FOR that the following considerations may be helpful to all fellows offering</p>	2.25	2.35

<p>or interested in providing service through online message-based platforms as means of honouring the CoDA principles:</p> <ul style="list-style-type: none"> ▪ Each online interaction group which is not allied with a home group with its own group conscience has an established committee of at least three fixed term service positions which effectively facilitate the Group Conscience decision making process and ensure the group is run in line with CoDA's Traditions and Service Concepts. ▪ That the committee members use the Group Conscience process to explore and determine service position descriptions. ▪ The committee may explore what experience, strength and hope may be necessary in order to fulfil the role of becoming a trusted servant. This may take in to account the personal experience, strength and hope each individual would benefit from having before taking on a role and may consider the length of time in the fellowship and / or a minimum requirement of Steps worked. ▪ Suggested CoDA approved literature that provides in depth guidance on these areas can be found within the 'Fellowship Service Manual' and also the 'Dealing with Disagreements' leaflet. Links to both can be found below: <ul style="list-style-type: none"> ▪ Service Manual: ▪ Dealing with Disagreements: <p>During the NSC Group Conscience, it was voted FOR that where the overall health of the group is not in keeping with the CoDA principles and / or the safety of fellows is in question, that the CoDA endorsement may be removed until such a time that a resolution is found.)</p> <p>Participant joined VE now 14</p> <p>Vote – 12 for 2 abstain motion carries</p>		
<p>15-minute break</p>	<p>2.35</p>	<p>2.50</p>
<p>7. Service positions available – discussion and votes</p> <p>a. Meeting list coordinator – role description attached; nominations required 10 mins</p> <p>b. Treasurer – role description attached; nominations required 10 mins to continue circulating the need for service for both roles and to add web service to the available roles</p>	<p>2.50</p>	<p>3.10</p>

<p>9. To register CoDA UK NSC as a charity 10 mins</p> <p>Proposal to go forward as a registered charity</p> <p>VE is 13 8 for 1 against 4 abstaining</p> <p>and appoint trustees (2 minimum) Report to be given to the next NSC Hannah (depending on further info), Philip, Pete and Gillian offered to be trustees</p>	3.10	3.20
<p>11. AOB 40 mins</p> <p>Frank proposed a vote to replace on the https://codauk.org/member-networks/ his anonymous frankclarity@gmail.com email address with the sponsorship@codauk.org address for the Step Group Support and Sponsor Support groups?</p> <p>12 for 0 against 1 abstain</p> <p>Vote for reading the wording written by Hannah for item (number) in the CoDA NSC WhatsApp group to agree wording before sharing (NSC has previously voted not to take decisions in W/A to avoid time pressure)</p> <p>13 for 0 against 0 abstain</p> <p>Next meeting proposal for an ad-hoc short meeting to cover the charity matters</p> <p>To agree 2022 dates for the website. Next meeting due Feb 5th 2022 AGM</p> <p>Suggested dates...</p> <p>5th February</p> <p>7th May</p> <p>6th august</p> <p>5th November</p> <p>11 for 0 against 2 abstaining – Dates approved – Motion carried</p>	3.20	4.00

Agenda item for next meeting – Delegates for next CSC Sponsorship workshop agreed as 22nd January add onto the next agenda the service time for the communications service position		
12. All to agree actions onscreen so minutes can be circulated straight away 10 mins	4.00	4.10
13. Close – Promises and long form Serenity Prayer 5 mins	4.10	4.15

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

7th August 2021 NSC Meeting

Agenda item 5

proposal to the NSC that all service positions run for at least 2 years. 11 for 0 against 2 abstentions

Abstain – 2

Against – 0

In favour – 11 – motion carried

Agenda item 8

Nominations for NSC Secretary. Cammie A nominated.

Abstain – 1

Against – 0

In favour – 12 – motion carried

Nominations for Literature Secretary. Hannah H nominated.

Abstain – 1

Against – 0

In favour – 13 – motion carried

Treasurer – no nominations

Agenda item 10

Roles and relationships between the NSC and LSER/regions. Subcommittee formed to look at intergroups/regions and where they are. Members nominated Andy, Gillian, Hannah, Pete, Mari, and Philip.

Agenda item 11

CoDA Teen. Subcommittee formed to look at CoDA youth. Members nominated Cammie, Gillian.

CoDA disabilities. Subcommittee formed to look at CoDA youth/teen. Members nominated Gillian, Cammie.

Hardship Fund and rejuvenation of start up fund. Subcommittee formed to investigate what is needed. Members nominated Louise, Andy, Gillian, Hannah.

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

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