

CODA UK National Service Committee Meeting
Saturday 5th November 2022

1-5pm

Zoom Meeting (see email/website for sign in details)

The meeting will follow the successful recent format of 30 second shares from each member before a vote is taken, if one is required. Time per agenda item has been extended to allow for better spiritual decision making. Please note that there may not be enough time in the meeting to go through any written reports in detail so **we ask all members to come prepared, having read the reports and agenda items in advance**, so that we have time for questions, and sharing and reflection during each agenda item.

Please note, the minute taker will record any votes and actions, which we will review at the end of the meeting. Any references to individuals are on a first name basis only. If you do not wish to be mentioned by name in the minutes, please make this clear to the minute taker.

Attendees:

Andy, Chair, GSR Birchington Monday, Outgoing Chair LSER
Rochelle, Treasurer
Bryony, acting Secretary and Meetings List Coordinator, GSR Monday Manchester
Philip, CSC delegate, GSR Penmaenmawr
Sam, CSC back-up delegate, GSR Watford
Hilary, Sponsorship Rep, GSR Kingston
Kate F, Website Coordinator, Comms Rep, PI Committee
Gillian, GSR Stockton Heath
Emma W, GSR Codependence Matters Saturday
Ute, GSR Thursday Morning Step Workbook online
Nicholas, GSR Brighton, Sponsorship Committee
May, GSR Mixed Outreach Group
Suzanne, GSR Dorking
Frank, WhatsApp Groups and Sponsorship workshop service (and supporting May)
Hil, CoDA member

<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. Appointment of a spiritual timekeeper. 20 mins	1.00	1.20
2. Introductions and Feelings check in (individual only, i.e. not service, subcommittee or group reports – if any groups wish to raise questions, please do so in AOB, item 11). 15 mins	1.20	1.35
3. Request for a member to take minutes – Bryony Establish voting entity 5 mins VE 11 at 13:27	1.35	1.40
4. Matters arising from August NSC minutes 15 mins <i>Minutes attached.</i> Are there any questions arising? Any updates? 9 voted to confirm agreed, 1 abstention Draft Mission statement of NSC – <u>vote required</u> for this to be uploaded to the website – please read <i>supporting document attached</i>: NSC	1.40	1.55

Members Guidelines 2022 draft (updated following last NSC – amendments are in red) VE 12 at 13:36 11 voted for, 1 abstention ACTION: document to be uploaded to website		
5. Treasury report 30 minutes <i>Report and addendum attached</i> Questions for Treasurer from last NSC: <ul style="list-style-type: none"> • What is the NSC’s prudent reserve and when did CoDA UK NSC last make a 7th tradition donation? • ACTION: Treasurer to include a recommendation on 7th Tradition donations from NSC at each AGM (large excess at present) • How does 2022 compare to 2018 for donations? • Is there any information on the possible outstanding debt to CoDA Literature? UPDATE: CoDA UK literature supplier confirmed that there is no outstanding debt either way between the NSC and literature supplier as of October 2022. Carried forward from last NSC – Charitable status – update ACTION: A sub-group will form to look into setting up a Charitable Incorporated Organisation (CIO) with Rochelle: Emma, Philip, Gillian, Hil, Sam and report back to the next meeting. A WhatsApp/email group will be set up to take this forward. Concerns raised on GDPR, Safeguarding Commission reporting – sub-group need to look into this and report back. Carried forward from last NSC – meeting funding (start-up or return to face-to-face) DECISION taken not to pursue this unless it’s brought back to the NSC in future by groups	1.55	2.25
6. Reports and updates from members in service (only where agreed in advance – significant matters, discussion needed, etc) 30 second timed shares following verbal reports		
6a. Sponsorship Committee 15 minutes <i>Report attached</i> Results of group conscience regarding safeguarding issue discussed at last NSC – and proposal that these statements be added to the CoDA Safeguarding Policy Document (<u>votes required</u>): VE: 12 1. VOTE: Sponsors do not ever give advice on medication in any circumstances, even if they are trained professionals. The only person who can give advice on medication is the sponsee’s own medical professional. For: 11 Against: 0 Abstentions:1 2. VOTE: That only CoDA Approved Literature be used in sponsoring For: 11 Against: 0 Abstentions:1 3. ACTION: The Safeguarding Policy will be made much more visible on the website through creating it as its own page.	2.25	2.40
6b. Member Networks/CoDA Outreach Groups – <i>no report this meeting</i>		
6c. Literature – <i>no report this meeting</i>		
6d. PLI 10 minutes Report attached Update on insurance policy Does the previous proposal (cover all UK meetings) still need discussing at a future NSC? ACTION: Questions raised for Rochelle to look into and this item will be brought back to NSC if required.	2.40	2.50

6e. Website & Meetings list – <i>no report this meeting</i>		
6f. Comms – <i>no report this meeting</i>		
6g. Public Information – <i>no report this meeting</i>		
6h. CoDA Teen – <i>no report this meeting</i>		
6i. North Region – <i>report attached</i>		
6j. London & South East Region – <i>report attached</i>		
10-minute break (may be moved if earlier timings change)	2.50	3.00
7. CoDA Service Conference update 20 minutes <i>written report to follow</i>	3.00	3.20
8. Service positions vacant 10 minutes Discussion if needed; votes Key positions vacant: <ul style="list-style-type: none"> Secretary: Bryony nominated and voted in 9 for, none against or abstained Literature Secretary Meetings List Coordinator Vice Chair Sponsorship Rep ACTION: advertise this role on the website All available positions, including shared ones: https://codauk.org/nsc-service-positions/	3.20	3.30
9. Agenda items, carried forward from last NSC or newly submitted 30 second timed shares		
9a. Proposal from LSER on 7th Tradition funds 15 mins <i>request attached</i> See also written report from LSER. <u>Vote required.</u> VE: 8 4. VOTE: Request that the NSC takes over the LSER bank account again and holds the remaining £3000 as a reserve for such time as the LSER resumes as a committee. For: 7 Against: 0 Abstentions:1	3.30	3.45
9b. Proposal from Treasurer on PayPal 15 mins <i>request attached</i> VE: 9 VOTE: For: 9 Against: 0 Abstentions: 0 1. For the NSC to have a PayPal account into which groups may pay their donations, and out of which a Zoom account can be serviced by direct debit. <ul style="list-style-type: none"> To connect the PayPal account to the bank account To name the PayPal account: NSC Treasurer CoDA UK. Not to add a DONATE button on the webpage, so as not to invite rogue/member/non-group donations 2. Write a guide "How To Set up an Anonymous PayPal Account", which could be published onto the website, or not, if groups want guidance.	3.45	4.00
9c. NSC meetings in 2023 15 mins And whether to hold an AGM	4.00	4.15

<p>VOTE: to hold 4 quarterly meetings in 2023, the February meeting to be an AGM VE: 9 VOTE: For: 9 Against: 0 Abstentions:0</p> <p>VOTE: 10am-3pm plus service workshop and possible social afterwards 7 in favour Andy, Bryony, Gillian, Philip, Hilary to help organise AGM</p>		
<p>11. Any Other Business 30 mins</p> <p>That the Sponsorship Committee consider guidance for sponsees on where they can look for support.</p> <p>Concern about sponsors being able to sponsor from Step 5 but may not have enough recovery</p> <p>ACTION: The Sponsorship Committee will consider both the above questions and come back with any future proposals.</p> <p>WhatsApp groups – item carried over to next NSC [hold submitted item for now, it'll be updated]</p> <p>Email query on membership of a home group – ESH sought and provided</p>	4.15	4.45
<p>12. Agree actions onscreen so minutes can be circulated straight away 10 mins</p>	4.45	4.55
<p>13. Date of next meeting – n/a, to be decided at 9c</p>		
<p>14. Close Promises and long form Serenity Prayer 5 mins</p>	4.55	5.00
<p>15. If GSRs would like, the Chair will continue the session for group reports up to 30 minutes</p>		5.30

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 Chair 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