

CODA UK National Service Committee Meeting
Saturday 4th February 2023 10am-3pm

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 mins, please make this clear to the minute taker.

Attendees during the day

- Andy, NSC Chair
- Rochelle, NSC Treasurer
- Bryony, NSC Secretary, GSR Manchester Monday
- Kate F, NSC Website Coordinator, Comms and PI
- Emma, GSR Codependence Matters
- Gillian, GSR Stockton Heath, NSC member, North Intergroup Retreats and Workshops rep
- Philip, Chair North Intergroup, GSR Penmaenmawr
- Sarah, GSR Clapham
- Hayden, GSR Sunday Morning Online Men's meeting
- Emily, GSR Women's Bournemouth Online
- Lisa, South Florida, member
- Hil, member
- Sukaina, member
- Mandy, member
- Anna, member
- Hilary, GSR Kingston

<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	10.00	10.20
2. Introductions and Feelings check in 15 mins (individual only, i.e. not service, subcommittee or group reports – if any groups wish to raise questions, please do so in AOB, item 9). Establish voting entity	10.20	10.35
3. November NSC minutes 5 mins Attached. Are there any questions or matters arising?	10.35	10.40
4. Subcommittees & service areas: reports, updates and any plans for year ahead (including any budget requirements) from members in service 30 second timed shares following verbal summary of reports		
4a. Sponsorship Committee 15 mins report attached at page 1	10.40	10.55

<p>ACTION from last NSC: The Sponsorship Committee will consider:</p> <ul style="list-style-type: none"> • guidance for sponsees on where they can look for support. • concern about sponsors being able to sponsor from Step 5 but may not have enough recovery. <p>and come back with any future proposals. These actions will be picked up by the new sponsorship committee.</p> <p>Notes: Upcoming event: https://codauk.org/11th-feb-joy-in-the-journey-encouraging-sponsors-sponsees/ Members of the NSC thanked the outgoing committee for their service which has been very successful</p>		
<p>4b. Member Networks/CoDA Outreach Groups 15 mins</p> <p>No report as no-one in service at the NSC</p> <p>Notes: The NSC wonder which groups Frank has stood down from which are linked to the sponsorship workshop. No list was provided. Gillian will try to find out if this boundary will affect the service given in these groups.</p> <p>Members of the NSC thanked the outgoing committee for their service which has been very successful</p>	10.55	11.10
<p>4c. Literature 5 mins</p> <p>No report as no-one in service at the NSC</p> <p>Notes: Some new literature coming soon: Growing Up in CoDA and an updated Green Workbook.</p> <p>Update from Literature publisher: Brexit and mail costs are impacting on distribution of literature. There is now a minimum order of £6 and group bulk orders are encouraged. Has provided some literature to prisons – can we coordinate over and above a basic order?</p> <p>It sounds like the same prisons have been contacting PI as well as the literature publisher, but the PI Secretary hasn't been able to establish a line of communication with the Literature publisher to discuss a coordinated response and appropriate 7th tradition funding.</p> <p>The Treasurer asks about boundaries between donations direct from the publisher and the NSC, and also whether bulk order policies are preventing individual members from obtaining literature.</p> <p>Proposal: Until there's a literature secretary, we as an NSC ask the literature publisher to deal with PI team on literature.</p> <p>Vote: For – 9 Against – 0 Abstentions – 1</p>	11.10	11.15
<p>4d. PLI renewal 15 mins</p> <p>Decision to be taken on renewals in 2023 and beyond. ACTION from last NSC: Questions raised for Rochelle to look into and this item will be brought back to NSC if required.</p> <p>Notes: The policy quote has increased to almost double for the year 2023-24 with our existing insurer, more than £800. ESH was shared by a</p>	11.15	11.30

<p>member that another fellowship have obtained cheaper insurance (c. £250) so this will be explored by our PLI coordinator. Due to renew by 28th February 2023.</p> <p>Proposal: That we empower our Treasurer to obtain the best quote for our renewal, accepting that we can afford the expensive renewal with our current provider if necessary. We have 49 groups meeting in person at present which will probably go up. Vote: For – 10 Against – 0 Abstentions - 0</p> <p>Will retreats and workshops be included? ACTION: PLI rep to query and establish guidelines.</p>		
<p>4e. Website & Meetings list; 4f. Comms 15 mins</p> <p><i>report attached page 2-3</i></p> <p>ACTION: put an update on what's required for meetings service on website so it can be shared easily</p> <ul style="list-style-type: none"> • Andy happy to help with contacting meetings with no contacts to see if still running • Sarah happy to contact meetings which are showing as inactive • Both to email meetings@codauk.org to pick up this service task 	11.30	11.45
<p>15 minute break (may be moved if earlier timings change)</p>	11.45	12.00
<p>4g. Public Information 15 mins <i>report and proposals attached page 4-5</i></p> <p>Suggestions from members of organisations for PI team to send details to if not already done: Women's Aid and women's refuges, libraries, prison chaplains</p> <p>Suggestion we create a post on the website which can be shared with opportunities for service in this area.</p> <p>Proposal 1: Introduce formal support/budget, so that the PI Committee can send Conference-endorsed book samples to institutions expressing interest in starting CoDA meetings in facilities.</p> <p>Proposal 2: To agree a figure to introduce formal support/budget, so that the PI Committee can attend recovery events to take Conference materials and present CoDA ESH to professional teams.</p> <p>Decisions on finances will be taken during the Treasury report section</p> <p>Proposal: Set budget of £1000 for PI for the year Feb 23-24 For 10 Against 0 Abstain 0</p>	12.00	12.15
<p>4h. CoDA Teen 5 mins</p> <p>no report as no-one in service at the NSC</p> <p>Notes: CoDA Teen is for 13-18 year olds with strong safeguarding boundaries. Draft guidance around this programme is available here:</p>	12.15	12.20

<p>https://coda.org/member-resources/pending-conference-approval-draft-voting-entity-literature/</p> <p>Further update to be provided to next NSC meeting by Gillian.</p> <p>If someone requests to list a CoDA Teen meeting on the UK website, the organisers would need to be fully trained as part of the CoDA Teen programme.</p>		
<p>4i. North and Regions 15 mins</p> <p><i>report attached at page 6</i></p>	12.20	12.35
<p>4j. London & South East Region 5 mins</p> <p><i>report attached at page 6</i></p> <p>Notes: A £5000 7th Tradition donation to World Service Office was made recently.</p>	12.35	12.40
<p>5. CoDA Service Conference <i>information attached at page 7</i></p> <ul style="list-style-type: none"> • What is CSC and why do NSC send Delegates? 5 mins • Need to vote for 2 CSC Delegates and an alternate to be our Voting Entity (VE) for 2023 10 mins Covered in item 7 as time ran out • Report from last year's CSC 	12.40	12.55
<p>6. Treasury report 45 mins <i>report attached pages 8-10</i></p> <p>ACTIONS from last NSC:</p> <ul style="list-style-type: none"> • (a) Treasurer to include a recommendation on 7th Tradition donations from NSC at each AGM (large excess at present) <p>Proposal: to donate £5,968.90 to CoDA World Service = 25% of cash balance and to retain £17,906.71 (£14,896.46 in current account, £3,010.25 in instant access account) For – 9 Against – 0 Abstain – 1</p> <p>It was acknowledged that it's likely the NSC needs to retain much less and would pass a much greater amount to CoDA World Service, once we can establish a prudent reserve – discussions to carry forward.</p> <ul style="list-style-type: none"> • (b) 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. <i>Minutes from committee meeting 19-1-23 are attached at Appendix B pages 11-12</i> Minutes from committee meeting 26-1-23 are attached to these minutes • (c) PayPal account and written guide, 'How To Set up an Anonymous PayPal Account'. <i>A short and long guide to this are attached at Appendix B pages 13-14</i> ACTION: adopt guidance informally and publish as downloadable resource on website 	12.55	1.40

15 minute break (may be moved if earlier timings change)	1.40	1.55
7. Service positions vacant 45 mins Discussion if needed; votes Key positions vacant: <ul style="list-style-type: none"> Literature Secretary Meetings List Coordinator – a number of members offered pieces of service in this area to start sharing out the tasks suggested in the Meetings report – thanks to them! Sponsorship Rep and committee members – Hilary happy to continue for another term or until the role is filled Vice Chair CSC Delegates: CSC Delegate 1: Emma 7 For 0 against 1 abstain CSC Alternate: Kate 7 For 0 against 1 abstain CSC Delegate 2 – interest from one more member, to be voted at May meeting (the last opportunity to do so) General NSC Members, including email responders, internal comms people, website coordinators (including volunteers to develop the service pages), public information team and more. All available positions, including shared ones: https://codauk.org/nsc-service-positions/ ACTION: Rochelle volunteered to summarise vacant roles and share around the WhatsApp groups.	1.55	2.20
8. Agenda items 30 second timed shares No additional agenda items have been received for this meeting		
9. Any Other Business 20 mins CIO further discussion ACTIONS: Committee to take forward work on this and make proposals to the May NSC on next steps and timeline, then consultation to be held with all groups before the August NSC meeting with a clear summary of the decision to be made about CIO status and asking for trustees. One of the proposals could be to establish the CIO committee as a formal body of the NSC to manage our CIO status with the trustees. We may need to appoint a legal advisor which would require funds. Hospitals and Institutions linking with PI If we formally incorporate H&I with PI we can set a budget and buy literature at a cheaper rate, as happens with CoRE in the US. H&I service also includes sponsoring people who can't get to meetings. Proposal: Change name to PI H&I 8 for 0 against 1 abstain	2.20	2.40
10. Agree actions onscreen so minutes can be circulated straight away 10 mins	2.40	2.50
11. Confirm date of next meeting 5 mins Saturday 13 th May 10-2	2.50	2.55
12. Close – Promises and long form Serenity Prayer 5 mins	2.55	3.00

All are welcome to stay on the call for fellowship and questions about NSC service. We can set up breakout rooms if members would like to chat in smaller groups about different aspects of service.	3.00	4.00
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The following agreed proposals from recent NSC meetings may guide us in our service:

20th March 2021 NSC meeting

Agenda item 1

That the mins 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 mins 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