

CODA UK National Service Committee Meeting
Saturday 13th May 2023

10am-2pm

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.

<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 (individual only, i.e. not service, subcommittee or group reports – if any groups wish to raise questions, please do so in AOB, item 9 or in fellowship time after the meeting). Please be as brief as possible – service positions and “three words only” for feelings check-in. Establish members eligible to vote 15 mins	10.20	10.35
3. February NSC AGM minutes 5 mins Attached. Are there any questions? (Matters arising are within sections below)	10.35	10.40
4. Subcommittees & service areas: reports & updates from members in service 30 second timed shares following verbal summary of reports		
4a. Sponsorship Committee 5 mins Report attached	10.40	10.45
4b. Member Networks/CoDA Outreach Groups Notes for update attached 5 mins	10.45	10.50
4c. Literature 10 mins <i>February AGM: in the absence of literature service, NSC has asked the literature publisher to communicate with the PI team on literature.</i> Update required from Kate on whether lines of communication are now open.	10.50	11.00

<p>4d. PLI 5 mins</p> <p><i>February AGM: Treasurer to obtain the best quote for renewal. We had 49 groups meeting in person at the time.</i></p> <p>This was done. Details of this year's policy here: https://codauk.org/public-liability-insurance/</p>	11.00	11.05
<p>4e & f. Website & Meetings list; Comms 10 mins</p> <p><i>February AGM: (1) put an update on what's required for meetings service on website so it can be shared easily. Two fellows now sharing this service and more are welcome to join the team.</i></p> <p><i>(2) volunteers to check meetings with no contacts and others showing as inactive. Thanks to the volunteers, all meetings checked as far as possible.</i></p>	11.05	11.15
<p>4g. Public Information & H&I 5 mins</p>	11.15	11.20
<p>10 minute break (may be moved if earlier timings change)</p>	11.20	11.30
<p>4h. CoDA Teen no service at present</p>		
<p>4i. CoDA North & Regions 10 mins</p>	11.30	11.40
<p>4j. London & South East Region</p>		
<p>5. CoDA Service Conference 15 mins</p> <p>Appoint second CSC rep and second alternate (info at bottom of this page: https://codauk.org/nsc-service-positions/)</p>	11.40	11.55
<p>6. Treasury report 15 mins Report attached</p> <p><i>February AGM: (1) agreed to donate £5,968.90 to CoDA World Service = 25% of cash balance and to retain £17,906.71</i></p> <p><i>(2) Informally adopt guidance on 'How To Set up an Anonymous PayPal Account' and publish as downloadable resource on website</i></p>	11.55	12.10
<p>7. Service positions vacant 15 mins</p> <p>Discussion if needed; votes</p> <p>Key positions vacant:</p> <ul style="list-style-type: none"> • Literature Secretary • Meetings List Coordinator/s • Sponsorship Rep/s • Vice Chair • General NSC Members, including email responders, internal comms people, website coordinators (including volunteers to develop the service pages), public information team and more. <p>All available positions, including shared ones: https://codauk.org/nsc-service-positions/</p>	12.10	12.25
<p>10 minute break (may be moved if earlier timings change)</p>	12.25	12.35
<p>8. Agenda items, attached 30 second timed shares</p>		
<p>8a Offer Literature Packs to new meetings, funded by PI proposal attached 20 mins</p>	12.35	12.55

8b. Charitable Status 30 mins Minutes of most recent meeting attached. <i>February AGM: 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.</i>	12.55	1.25
9. Any Other Business 20 mins If no time to cover all items of AOB, please submit to next NSC meeting in August	1.25	1.45
10. Agree actions onscreen so minutes can be circulated straight away 10 mins	1.45	1.55
11. Confirm date & time of next meeting – Saturday 5th August, either 10am-2pm or 1-5pm 3 mins	1.55	
12. Close – Promises and long form Serenity Prayer 2 mins		2.00
Fellowship and questions about NSC service etc	2.00	2.30

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

20th March 2021 NSC meeting

Agenda item 1

That the 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