

**CODA UK National Service Committee**  
**Meeting Saturday 5<sup>th</sup> February - 1-5pm**

**Minutes**

**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> <b>Timekeeper – Pete H</b> <b>Pete H</b> <b>Cammie</b> <b>Hilary</b> <b>Bryony</b> <b>Gillian</b> <b>Philip</b> <b>Uschi</b> <b>Andy B</b> <b>Mari H</b>	1.50	1.55

<p>Guy</p> <p>Louise LSER</p> <p>Darren</p> <p>Sarah P</p> <p>Sue Liverpool</p> <p>Voting entity -15</p>		
<p><b>5. Matters arising from November minutes – are there any questions arising from these? 10 mins</b></p> <p>Nothing to report</p>	1.55	2.05
<p><b>6. Reports and updates from members in service circulated in advance – are there any questions arising from these? 15 mins</b></p> <p>a. Sponsorship report</p> <p>b. CoDA Outreach Group 3 update report</p> <p>Request for CoDA endorsement to be reinstated, vote, 1 member left, 2 joined – Voting entity now – 15 – for 13 against 0 abstaining 2</p> <p>c. LSER Report</p> <p>member left VE now 14</p>	2.05	2.25
<p><b>7. Items raised by the PLI</b></p> <p>a. CoDA Insurance, to approve the insurance renewal for the next year. 10 mins</p> <p>Member entered VE now- 15</p> <p>Vote to approve ins renewal for this year – 14 for 0 against 1 abstaining</p> <p>Floating payment scale for insurance premium per each face-to-face group: suggested contribution £20, up to £50 if able, vote 14 for 0 against 1 abstaining</p> <p>Guy to pay premium and to be refunded the cost. See section 13</p>	2.25	2.35
<p><b>15-minute break</b></p>	2.35	2.50

<p><b>8. Service positions available</b> – discussion and votes <b>10 mins</b></p> <p>a. Treasurer- candidate came forward- Vote needed? Emergency meeting to get new service member voted in before next NSC – member was unable to attend today. Members must attend to be voted in.</p> <p>b. PLI service role available – circulate with agenda</p> <p>c. Communications secretary role – circulate with agenda Pete is willing to pick up once Dipak finishes if needed to cover until a new member is voted in vote = 11 for 0 against 2 abstaining</p> <p>d. Meeting list co-ordinator – circulate with agenda Bryony can remain in role until a replacement can be found, Penny came forward to support Bryony in this role and was voted in. Vote to confirm – 15 for (all)</p> <p>e. Bank signatory role – not circulated with agenda – role description required, will discuss between now and next NSC meeting. Minimum of 3 members in service role.</p> <p>f. Web manager role – circulate with agenda VE now 13 vote that Pete remains in role 11 for 0 against 2 abstain</p> <p>GDPR role removed</p> <p>proposal to be ready for next NSC of possible communication team?</p>	2.50	3.00
<p><b>9. CoDA UK NSC with HMRC as a small, unregistered charity update – Pete 20 mins</b> Member joined VE now 14</p> <p>Vote to arrange a meeting regarding this topic before next NSC meeting – 12 for 0 against 2 abstain</p>	3.00	3.20
<p><b>10. Northern Region update if wanted – 10mins</b></p> <p>Update to be available on north region page of the website shortly.</p>	3.20	3.30
<p><b>11. CoDA Milestone coins and medallions availability in UK 10 mins</b></p> <p>Offer from Gillian to bring some coins back from USA when she visits next.</p>	3.30	3.40

Hannah to produce report to show costs and where to get them from.		
<b>12. Just share WhatsApp group endorsement – vote required 10mins</b> Member left VE now 13  Vote to endorse Just Share with the CoDA name – 11 for 0 against 2 abstaining  Send notification to comms about all new outreach groups.	3.40	3.50
<b>13. Who to contact in absence of Treasurer and any outstanding requests? 10 mins</b> Create and circulate role with minutes.  All requests to be forwarded to Andy and Gillian as signatories in the meantime.  Reimbursement of insurance premium to Guy by signatories.  Gratitude to be sent to Bruno for his service and to get well soon vote - All for.	3.50	4.00
<b>13. AOB 45 mins</b> None	4.00	4.45
<b>14. Agree minutes and actions on screen- 10 mins</b>	4.45	4.55
<b>15. Close – Promises and long form Serenity Prayer 5 mins</b>	4.55	5.00

Next NSC date – 19<sup>th</sup> March