

Minutes for NSC 7th May 2022

In attendance:

- Andy (chair) GSR East Kent
- Gillian GSR Stockton Heath
- Philip GSR Penmaenmawr
- Kate NSC Website team and PI committee
- Hilary GSR Kingston
- Sam GSR Watford
- Bryony GSR Manchester City Centre
- Rochelle LSERC Treasurer
- Frank
- Sophie (part meeting)

<u>Agenda item</u>
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
2. Introductions and Feelings check 20 mins
3. Request for a member to take minutes and voting entity established 10 mins 7 members can vote at this point, regional rep was then voted in, so 8 members can vote
4. Discussion of mission statement for NSC. Consider the purpose of the NSC as an entity of CoDA UK. 60 mins NSC agreed to update the 2012 NSC definition document which can be found here: https://drive.google.com/file/d/0B0EZp0qu4f-bQ2VES1JtRk5fUUK/view?resourcekey=0-ib54BDzkCOo3L-tyjbr1tA to ensure the essential work of the NSC is reflected and to incorporate some Fellowship Service Manual info and bring back to next NSC meeting – Bryony will start this work then share with the NSC to develop further. It was suggested that the Twelve Service Concepts booklet: https://www.codependents.org/CSC/2020/2020_Files/ServiceConceptsAliveStrong.pdf contains useful guidance to assist with this piece of work.
10-minute break
5. Inventory of NSC service work in progress and forward look at work planned but not yet started/put on hold <ul style="list-style-type: none">• Inventory of work includes the below items, plus those listed in the following two sections• Fellowship Development sub-committee (had 2 meetings but no further work in progress)

- Communications between regions, a system (technical or otherwise) could be developed (meetings were held previously but no technical solution was put in place)
- NSC Charity registration and appointment of trustees (see item 7 below)
- Zoom account for use by NSC and sub committees (paid for a further year)
- Online support for communications in smaller groups eg WhatsApp (there are a number of WhatsApp groups between NSC members and sub committees to facilitate our work, as well as the public groups eg CoDA Noticeboard, Outreach etc)
- CoDA Teen in UK (meetings recently listed on website under MOM banner)
- CoDA Neurodiverse meetings (meetings recently listed on website under MOM banner)

NSC work not yet started which was proposed at this meeting:

- NSC to run Nodffa and other CoDA UK retreats including the Salisbury one?
- Could hold a future NSC meeting face to face at one of the retreats?
- Ken & Mary workshop – the previous one was run by an NSC subcommittee of regions. Organise another Ken & Mary workshop? (The UK Codependence Matters meeting 30th July will feature Ken & Mary as speakers – details to be added to website soon)

What subcommittees/activities are currently active/healthy with members in service?

- Literature availability – literature secretary and literature company
- Sponsorship rep – quarterly workshops, linking sponsors and sponsees, more members needed to help expand the workshops, a subcommittee exists to work on this; linking the WhatsApp members networks (the work Frank supports). Member in service has come to end of role but happy to carry on for now as works with another member
- Website – FAQs being developed on an ongoing basis – team in place but technical lead required
 - Develop 'How to start a meeting' page of the website to include meeting service positions; suggested format etc
 - Revamp service area of website
- Meetings list
 - Contact meetings which are still marked as closed
- Treasury – new treasurer appointed at this meeting (see item 6) and now in the process of handing over with the previous Treasurer
- Bank signatories – two in service but at least one more needed as well as a treasurer
- PI/Outreach – reaching out to organisations working with people in recovery, prisons, NHS, councils – cold calling but building up our offer in those spaces; could be prison visiting, could facilitate sending literature to prisons? There is guidance from the CSC on this.
- Comms/Email responder – member in service had handed in role but is happy to carry on for now, one more voted in at this meeting (see item 6)
- WCC rep

- Delegates to CSC – one in post already and one more voted in at this meeting (see item 6)
- Member Networks:
 - Outreach WhatsApp group is currently active and has five members in service as Admins.

What work is essential for the UK fellowship to continue?

- Treasurer – reporting to the fellowship on 7th tradition from around the fellowship, ensuring groups can donate and that we meet any legal requirements
- PLI – member in service is standing down
- Website – FAQs being developed on an ongoing basis – team in place but technical lead required
 - Ensuring website is backed up and resilient
 - Develop 'how to start a meeting' page of the website to include meeting service positions; suggested format etc
 - Revamp service area of website
- Meetings list – must be kept up to date to comply with Traditions 1 & 5
- Bank signatories – two in service but at least one more needed as well as the new treasurer
- Comms/Email responders: to support CoDA groups to carry a message to the still suffering codependent
- NSC Roles: Chair, Vice Chair (roles could rotate but essential to have a chair for each meeting?), Secretary (required), Charity Trustees – to be decided
- To act as communication channel in the UK for CoDA Service Conference and to ensure CoDA UK is represented at World Service Level

What can stay on hold until members come forward to serve? **60 mins**

- NSC charitable entity and Charity Trustees – to be revisited in August with a 'where we're up to' statement

6. Service positions available Nominations, discussion and votes **20 mins**

All available positions: <https://codauk.org/nsc-service-positions/>

Plus 1-2 CSC reps/alternates (no job description available – needs to be added to the website)

Voting entity was 8 at the point

Andy was nominated as Chair and was voted in with 6 votes as 1 not in the room

Rochelle was nominated as Treasurer and was voted in with 7 votes

Kate was nominated to share the Comms/Email Responder role with Dipak and was voted in with 7 votes

Sam was nominated as our second CSC Rep and was voted in with 4 votes, 3 abstentions

7. Consider any legal requirements of the NSC if it's to gain charity status. 30 mins

Work to create a governing document and trustees role description was ongoing but paused during March.

Agreed to take this item forward with a summary of where it's up to the 6th August NSC meeting.

Agree next steps for the NSC based on the outcome of items 4,5 & 6

AOB – agreed that one of the existing signatories is to pay the following costs incurred by members in the absence of a treasurer as soon as possible:

Who owed?	Amount due?	Purpose	Agreed NSC 7th May
Guy	£455.00	Payment of premium for PLI March 2022-Feb 2023	y
Kate	£181.80	Postage for PI materials	y
Kate	£130.40	CoDA literature for PI	y
Kate	£143.88	NSC Zoom account renewal for one year	y

Voted in with 6 votes (1 vote unclear)

8. Agree actions onscreen so minutes can be circulated straight away 5 mins

9. Close – Promises and long form Serenity Prayer 5 mins