

CODA UK National Service Committee (NSC)
Meeting Saturday 4th November 2023 - 1-5pm

Notes & Actions

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 in recent NSC meetings 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.** We will then we have time for questions, sharing and reflection during each agenda item.

All CoDA members are invited to attend NSC meetings and the AGM, but only NSC Committee members and Group Service Reps (GSRs) can vote on any proposals. Nominations can only be accepted if the nominated member is in the meeting.

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.

In attendance

Andy, Chair & Bank Signatory, GSR (Group Service Rep) Birchington

Bryony, Secretary, Meetings List & Website team, GSR Manchester City Centre

Kate, Comms, Website, Public Information (PI) & CoDA Service Conference (CSC) Rep (alternate)

Jane, North Region Intergroup rep

Emma, CSC Rep, GSR Codependence Matters speaker meeting

Gillian, NSC Bank Signatory & GSR, Stockton Heath

Bol, GSR Clapham meeting

Jason, Acting GSR Awakenings meeting

Daisy, High Street Kensington online meeting

Apologies

Rochelle, NSC Treasurer, Public Liability Insurance (apologies), CSC Rep & Website team

Philip, NSC Bank Signatory

<u>Agenda item</u>	Start	Finish
1 Welcome , moment's silence, 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 15 mins	1.00	1.15
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	1.15	1.30

meeting). Please be as brief as possible – service positions and “three words only” for feelings check-in. Establish members eligible to vote 15 mins 8 able to vote at 1.21		
3. August NSC minutes 5 mins attached Are there any questions? Carried forward from previous meetings and not yet complete: <i>May NSC:</i> Voted to engage a professional to advise on and support the committee with the decision to become a Charitable Incorporated Organisation (CIO), any compliance guidelines we will need to work with, and responsibilities around trustees (cost of approximately £100 for an hour’s advice via Zoom). Update Aug: The application deadline has been extended. Work is ongoing so nothing else to report. <i>May NSC:</i> Emma, Rochelle and Andy volunteered to work on some wording and flyers to share with the fellowship via WhatsApp groups etc to promote these vacant service roles. <i>Aug NSC:</i> The treasurer raised a concern about transaction authorisation. They will look into this with the bank as the account needs to be set up the way we requested. They will report back. <i>Aug NSC:</i> Propose to provide all new Face to Face meetings with a physical literature pack worth £114. The meeting rep could choose what they wanted, and NSC Treasurer would transfer the money to the meeting ahead of when their order is made and the meeting would provide the receipt for NSC records. Lydia, Rochelle & Andy volunteered to re-craft this proposal and bring it back to the NSC.	1.30	1.35
4. Subcommittees & service areas: reports & updates from members in service 30 second timed shares following verbal summary of reports		
4a. Sponsorship Committee <i>no-one in service</i>		
4b. Member Networks/CoDA Outreach Groups <i>no-one in service</i>		
4c. Literature <i>no-one in service</i>		
4d. Public Liability Insurance (PLI) no report this month		
4e & f. Website & Meetings list; Comms 10 mins	1.35	1.45
4g. Public Information (PI) & Hospitals & Institutions (H&I) 10 mins	1.45	1.55
4h. CoDA North & Regions 5 mins <i>October minutes attached</i> Introduce Jane, new member in service	1.55	2.00
4i. London & South East Region Workshops on 12 Service Concepts ongoing quarterly, next one in January (Concept 4)		
5. CoDA Service Conference (CSC) 15 mins <i>report attached</i> Report attached from Emma, one of our UK Voting Entities (VE) – any questions?	2.00	2.15

6. Treasury report no report this month		
7. Service positions vacant 15 mins Discussion if needed; votes Key positions vacant: <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. All available positions, including shared ones: https://codauk.org/nsc-service-positions/	2.15	2.30
8. Agenda items attached 30 second timed shares		
8a Group Inventory 20 mins We agreed an annual group inventory of the NSC Committee. In line with Fellowship Service Manual (FSM) recommendations and as a requirement for service on the committee. Suggested literature to use: FSM guidelines for service and other CoDA approved group inventory leaflets. It was agreed to take place in December 2023 and members were to come forward to decide the date, timings, chair and format of the Group Inventory. No members have volunteered – discuss next steps as a committee. Proposal: To run the NSC Group Inventory using the format in Traditionally Speaking, without asking an external member to chair or facilitate. For 7, Against 0, Abstentions 1 Date: Saturday 6 January For 8, Against 0, Abstentions 0 Andy, Emma, Gillian and Jason to organise	2.30	2.50
15 minute break (may be moved if earlier timings change)	2.50	3.05
8b. Change to date of papers for NSC 15 mins proposal attached Proposal: Move the deadline for NSC agenda requests and submissions to 6 weeks before each NSC, and circulate the NSC agenda and documents one month ahead of each NSC meeting. Publish this on the CoDA UK website if approved. For 7, Against 0, Abstentions 1	3.05	3.20
8c Change to date of papers for CSC 15 mins proposal attached The NSC reconsider when its meetings are to have a GSR/general member assembly once the CSC motions have been released, so that members can consider/take back to groups the motions so that world delegates have a mandate/idea how to vote for the members of the NSC voting entity. Revised proposal: The CSC motions will be released in May when members will consider them and take them back to group conscience. To add a date to the UK calendar for a meeting/workshop/jamboree for all members to discuss CSC motions and agree the VE votes, so	3.20	3.35

that world delegates have a mandate/idea how to vote for the members of the NSC voting entity. For 7, Against 0, Abstentions 1		
8d Agree dates for NSC meetings and papers in 2024 15 mins Following items 8b and 8c, potentially agree a calendar of all dates for papers and meetings for NSC and CSC papers for 2024. Proposal: NSC Quarterly meetings in 2024 to be on 1st Saturday of the month from Feb onwards For 7, Against 0, Abstentions 1 Proposal: NSC/UK 'Jamboree' to consider CSC motions with both UK Voting Entities on 6th July For 7, Against 0, Abstentions 1 Committee to agree the 2024 timetable and publish on the website	3.35	3.50
8e Consider the NSC as a VE 25 mins proposal attached In light of a new voting entity – the Northern region – being formed, should the NSC reconsider its boundaries and name? If problems arise we can talk to the issues and mediation committee but opening a conversation is perhaps what needs to happen first. A discussion was held	3.50	4.15
9. Any Other Business (AOB) 20 mins CoDA Teen – update given on the work of this committee. For more info, see: https://coda.org/codateen/ . If members are interested in joining the committee, please contact codateen@coda.org Length of NSC meetings A discussion was held Involving online meetings in service A discussion was held	4.15	4.35
10. Confirm timing and format of next meeting: AGM (Saturday 3 February, if date agreed at 8d above): 10-3 13 mins How might we run any business and possible service workshops on the day? Do we need a small group to organise it? Ask it basket session afterwards 3.15-4.30 Bryony, Andy & Jason volunteered to arrange the after session 7 able to vote at 4.45: All in favour of the above timings and format: For 6, Against 0, Abstentions 1	4.35	4.48
11. Agree actions onscreen so minutes can be circulated straight away 10 mins	4.48	4.58
12. Close – Promises and long form Serenity Prayer 2 mins	4.58	5.00

Fellowship and questions about NSC service etc	5.00	5.30
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The following agreed proposals from 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