

CODA UK National Service Committee Meeting
Saturday 13th May 2023 - 10am - 2pm

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 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:

- Andy, NSC Chair, GSR Birchington Monday online
- Bryony, NSC Secretary, GSR Manchester Monday
- Sarah, GSR Bristol Precious and Free Women's meeting
- Richard, GSR Men's Online Sunday meeting
- Rochelle, NSC Treasurer
- Kate F, NSC Website Coordinator, Comms and PI
- Emma, GSR Codependence Matters speaker meeting, NSC CSC Delegate
- Gillian, GSR Stockton Heath, NSC member, North Intergroup Retreats and Workshops rep plus a number of CoDA World committees
- Philip, Chair North Intergroup, GSR Penmaenmawr
- Hil, member

<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 9 at present	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 All members to spread the word about the workshop planned on 16th July to ensure it can happen. Service is required to keep the	10.40	10.45

committee and workshops going. All scripts available for new members in service to use. Website pages on sponsorship		
<p>4b. Member Networks/CoDA Outreach Groups Notes for update attached 5 mins</p> <p>A more detailed report with up to 9 proposals included was received and shared with the NSC after the closing date. The NSC has suggested that we hold an interim meeting to discuss the issues raised before the next meeting in August and the Chair will follow up to arrange with the member in service.</p>	10.45	10.50
<p>4c. Literature 10 mins</p> <p><i>February AGM: in the absence of literature service, NSC has asked the literature publisher to communicate with the PI team on literature. Update required from Kate on whether lines of communication are now open.</i></p> <p>No response has been received yet. Kate will check if there's another way of contacting the literature supplier. The North Region have had no trouble getting in touch with them. Gillian will ask them to respond to Kate's emails.</p>	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> <p>15 groups have joined the policy so far this year and 7th Tradition donations have covered about half the expense already. The policy covers all groups and any donations are 'suggested' only. ACTION: Rochelle to update the letter published on the website to make this clearer.</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
4g. Public Information & H&I 5 mins	11.15	11.20
10 minute break (may be moved if earlier timings change)	11.20	11.30
4h. CoDA Teen no service at present		
<p>4i. CoDA North & Regions 10 mins</p> <p>Now established as a Voting Entity (VE) for CoDA Service Conference. Retreats and literature going strongly and full committee in service. CoDA Teen options being explored for the North and Regions. H&I work being developed. Literature workshops continuing after each quarterly meeting. Interim meeting to vote in CSC reps</p>	11.30	11.40

happening on Saturday 20 th May 10.30 – details of how to join this will be advertised on the website and to the North regional mailing list.		
4j. London & South East Region		
5. CoDA Service Conference 15 mins Appoint second CSC rep and second alternate (info at bottom of this page: https://codauk.org/nsc-service-positions/) Vote: CSC Delegate 2: Rochelle 7 for 0 against 1 abstain	11.40	11.55
6. Treasury report 15 mins Report attached <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> <i>(2) Informally adopt guidance on 'How To Set up an Anonymous PayPal Account' and publish as downloadable resource on website.</i> Treasurer to consider updating this guide to take in the latest changes by PayPal.	11.55	12.10
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 and add shares/recordings on service), public information team (including members with writing skills to help with newsletters and event announcements) and more. All available positions, including shared ones: https://codauk.org/nsc-service-positions/ ACTION: Emma, Rochelle and Andy have volunteered to work on some wording and flyers to share with the fellowship via WhatsApp groups etc to promote these vacant service roles. Please spread the word at all groups that NSC service roles are available. A concern was raised by the NSC that there are not enough members giving service to keep our service work going and it was agreed that this message needs to be shared with the fellowship, via the website, newsletters, WhatsApp groups and through word of mouth. Tradition 7 in The Twelve Steps and Traditions Workbook guides us: <i>If one individual is doing too much, it takes away from the equal participation of other. Conversely, if an individual does too little, this burdens the rest of the group. Doing our individual part in service, as guided by our Higher Power, supports Tradition Seven.</i>	12.10	12.25
10 minute break (may be moved if earlier timings change)	12.25	12.35
8. Agenda items, attached 30 second timed shares		

<p>8a Offer Literature Packs to new meetings, funded by PI proposal attached 20 mins</p> <p>After discussion, some clarification was required on the proposal and it was agreed that it would be rewritten to clarify and brought back to the next meeting for a vote.</p>	12.35	12.55
<p>8b. Charitable Incorporated Organisation (CIO) Status 30 mins</p> <p>Minutes of most recent meeting attached.</p> <p><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></p> <p>Proposal: To engage a professional to advise on and support the committee with the decision to become a CIO, any compliance guidelines we will need to work with, and responsibilities around trustees. There would be a cost of approximately £100 for an hour's advice via Zoom. Further professional advice may need to be sought.</p> <p>Vote: 9 for 0 against 0 abstain</p> <p>If we decide to proceed with CIO status, we would need to prepare a simple guide to what is being asked to share with the fellowship, in order to enable discussion and a decision on becoming a CIO to be taken as a whole fellowship.</p>	12.55	1.25
<p>9. Any Other Business 20 mins</p> <p>If no time to cover all items of AOB, please submit to next NSC meeting in August</p> <p>CoDA Teen</p> <p>The CoDA Teen world committee meets every month and the CoDA Teen groups are gaining momentum. There's an English and a Spanish group and literature is being developed. The safeguarding policy is very strong. To join in with service to support this, please contact codateen@codateen.org.</p> <p>Workshops and Retreats</p> <p>There are some fellows from the US who would like to give service in the UK as speakers at an event. Are any members willing to work with them to set something up for next year?</p> <p>Is there any interest from members in reviving the mixed Salisbury retreat?</p> <p>Please contact communications@codauk.org if you would like to give service and we'll put you in touch with fellows who have experience.</p> <p>The London and SE Region is continuing to run workshops on service quarterly. Check the website for details.</p>	1.25	1.45

10 th February 2024 International Annual Sponsorship event – details will be published in due course. Foundational documents to be read at NSC Following advice from the Chair of the CoDA Board of Trustees, proposal to read only the Traditions, Concepts, Guidelines for Sharing, Promises – to save time for more business Vote: 7 for 0 against 2 abstain		
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, 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