

CODA UK National Service Committee
Meeting Saturday 6th August 2022 - 1-5pm

Notes & Actions

Zoom Meeting (see email/website for sign in details)

The meeting will follow the successful recent format of 10 minutes per agenda item, with 30 second shares from each member before a vote is taken, if one is required. 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 minutes, please make this clear to the minute taker.

In attendance:

Andy, NSC Chair, outgoing GSR Birchington
Bryony, GSR Manchester Monday, Communications Secretary North Region, Meetings List Coordinator
Kate F, Web Team, Communications, PI
Hilary, GSR Kingston, Sponsorship Committee
Rochelle, NSC Treasurer, LSER Treasurer, Codependence Matters meeting Treasurer
Konnie, GSR Online Hinde Street Tuesday, Friday ESH meeting
May, Acting GSR Outreach WhatsApp group
Philip F, GSR Penmaenmawr, CSC rep
Emily V GSR Bournemouth Women's Online meeting
Sam, GSR Watford, CSC rep
Sarah, GSR Clapham
David. Liverpool meeting
Laura – joined for item 9e as a member of the Sponsorship Committee
Helen
Thom
Ute
Caroline

<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	1.00	1.20
2. Introductions and Feelings check in (individual only, i.e. not service, subcommittee or group reports) 20 mins If any groups wish to bring reports or questions, please raise them at item 10. AOB is at item 11.	1.20	1.40
3. Request for a member to take minutes Establish voting entity 5 mins <i>7 able to vote at start of meeting</i>	1.40	1.45

4. Matters arising from May minutes <i>attached</i> Are there any questions arising? Any updates? 10 mins	1.45	1.55
5. Treasury report 15 mins <i>Questions to Treasurer to report back on:</i> <i>What is the NSC's prudent reserve and when did CoDA UK NSC last make a 7th tradition donation?</i> <i>How does 2022 compare to 2018 for donations?</i> <i>Is there any information on the possible outstanding debt to CoDA Literature?</i>	1.55	2.10
6. Reports and updates from members in service preferably circulated in advance, or brief verbal bullet points only and any questions arising from these 5 mins each <i>Voting entity now 10</i>	2.10	
6a. Sponsorship Committee		2.15
6b. Member Networks/CoDA Outreach Groups		2.20
6c. Literature – <i>no report this meeting as no-one in service role</i>		
6d. PLI – <i>no report this meeting as no-one in service role</i>		
6e. Website & Meetings list		2.25
6f. Comms		2.30
6g. Public Information <i>Suggestion that a workshop is run to explain PI and demystify the process, in the hope of gaining more members to the web committee to carry out this service</i>		2.35
6h. CoDA Teen		2.40
6i. North Region		2.45
6j. London & South East Region <i>report attached</i>		2.45
7. CoDA Service Conference update 5 mins	2.45	2.55
10-minute break (may be moved if earlier timings change)	2.55	3.05
8. Service positions vacant 20 mins Discussion if needed; votes <i>Voting entity now 11</i> Key positions vacant: <ul style="list-style-type: none"> • Secretary • Literature Secretary • Public Liability Insurance Service 	3.05	3.25

<p><i>Rochelle to take this on</i> <i>Voted in: 10 for</i> <i>Sam to join Kate in a Comms and PI service role</i> <i>Voted in: 8 for, 2 abstentions</i> All available positions, including shared ones: https://codauk.org/nsc-service-positions/</p>		
<p>9. Pre-submitted agenda items <i>attached 55 minutes; 10 minutes each or more at Chair's discretion; 30 second timed shares</i></p>	3.25	
<p>9a. Draft Mission statement of NSC Please read supporting document: NSC Members Guidelines 2022 draft for updating – for discussion. <i>Action – to amend the NSC comms method to ensure it doesn't exclude any member</i> <i>Action – members put themselves forward for service roles but then require a seconder before a vote can be taken; members are not proposed by others</i> <i>Action – to publish on website on NSC page, to share with members wishing to join NSC, etc</i> <i>Draft to be updated and shared again for adoption/further comment at the next meeting</i></p>		
<p>9b. CoDA UK charity registration 'Where we're up to' statement (as noted in May minutes) & discussion. <i>Action: add the documents from previous NSC where a decision was taken to the next meeting for discussion again, circulate with these actions; treasurer to find out if we need to register with our current income and contribute to agenda item</i> Minutes from March 2022 NSC – agreed to advertise trustee roles <i>Minutes for Feb 2022 NSC not online but minute reads:</i> <i>CoDA UK NSC with HMRC as a small, unregistered charity update – Pete 20 mins</i> <i>Member joined VE now 14</i> <i>Vote to arrange a meeting regarding this topic before next NSC meeting – 12 for 0 against 2 abstain</i> Paper with proposal to November 2021 NSC Minutes from November 2021 NSC – agreed to go forward as registered charity</p>		
<p>9c. Agenda request, proposal: Support groups to 3 months or 13 weeks, by way of a donation, not a loan. Announce in all WhatsApp groups and to GSRs by email that 3 months/13 weeks of rent for Face to Face meetings is to be made available. <i>To be discussed again, possibly by a small group before the next meeting?</i></p>		
<p>9d. Agenda request, proposal: The PLI to cover all groups or else no groups. The NSC does not enter into a legal contract between itself and the group whose payment doesn't result in being added by the underwriters, therefore why is the NSC not providing cover across the board, whether payment is forthcoming or not? <i>To be deferred to a future meeting, with a consultation with members and the treasurer between now and then to inform a future discussion at NSC</i></p>		
<p>9e. Agenda request: Safeguarding issue & emergency group conscience of Sponsorship Committee (please read supporting</p>		4.20

document) – vote required on sending out email and possibly temporary service role. <i>Sponsorship Committee to meet for a group conscience on 10th September and will report back to NSC, including on any proposed changes to the Safeguarding document which is on our website here: https://codauk.org/giving-service/about-coda/</i>		
10. Groups/GSRs/members 15 minutes <ul style="list-style-type: none"> • Group reports & questions • Possible topic to discuss – lack of service in many groups 	4.20	4.35
11. Any Other Business 15 mins <i>Advice sought on whether a member (as opposed to a group) can advertise an event on the website. NSC referred the web team the Fellowship Service Manual for guidance: if the event is a meeting (ie has the four Foundational documents read) open to anyone, it can be advertised.</i> <i>Could CoDA UK import coins from the US? No discussion</i> <i>NSC zoom subs to support groups? Sharing accounts could be managed and NSC web service admin has ESH to share, and also of free video platforms</i> <i>Suggestion that an alternate delegate be appointed to CSC – no member came forward</i> <i>Could there be a workshop for GSRs at the Nodffa retreat? Suggested to take to retreat organising committee</i>	4.35	4.50
12. Agree actions onscreen so minutes can be circulated straight away 5 mins	4.50	4.55
13. Agree date of next meeting – 5th November 2022 2 mins	4.55	4.57
14. Close – Promises and long form Serenity Prayer 5 mins	4.57	5.00

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

20th March 2021 NSC meeting

Agenda item 1

That the minutes 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 minutes 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