



World Service Office
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Compulsive Eaters Anonymous-HOW

World Service Office Board of Directors' Regular Quarterly Meeting January 31, 2009 7:00 AM Pacific Time

Minutes

Call to Order

The chair called the meeting to order at 7:04am PST.

Third Step Prayer; Tradition 2; ABSI reading

Roll Call

Present: Pamela K., Lois L., John Mc., Rae Z., Sherry S., Liz G.
Requested excused absences: Coco M., Lupita, Bill P., Jason S.
Guests: Woody N., Irish

Approval of Agenda

The agenda was amended to add item G under New Business. The agenda as amended was approved unanimously.

Approval of Board of Directors Minutes for Meeting of October 25, 2008

The minutes as amended were approved unanimously.

Treasurer's Report

In the absence of the Treasurer, Vice President Woody led review of the Treasurer's Report. The corporation operated at a loss for the first two quarters of the fiscal year. **The Conference Finance Committee suggested that Bill P., Treasurer, research the procedure for setting up automatic withdrawals from members' checking accounts for members wishing to make In Bill's absence, this report was tabled to the April Quarterly meeting.** The current liability insurance has been reviewed and has been determined to be in keeping with industry standards; however, we will look at combining our policies at time of renewal in order to reduce premiums. **John will authorize Rureth to review the discrepancy in Intergroup contributions.**

Woody also reported that WSO expenditures for office operations are very low.

CEA-HOW is A Way of life!

President's Comments

We are in a good position considering the status of the economy. We have cut costs to the lowest level possible while maintaining support to the Fellowship.

Chair Comments

We are continuing to establish infrastructure by developing standard documents and procedures. The Conference Committees are functioning productively.

COMMITTEE REPORTS:

- A. **Executive Committee** –There will be an Executive Committee meeting after the Board meeting.
- B. **Finance** – no report.
- C. **Literature** –The Conference Literature Committee questioned whether the issues the Board suggested it look at regarding changes in the *Sponsor Guidelines* required Conference approval or whether the Committee had authority to make changes. The Board confirmed that clerical changes may be made in Committee and substantive changes must go through Conference. The two issues referred by the Board to the Literature Committee require Conference approval. **The Board Chair will provide all Conference Committees with the Motion Templates.**

The Committee will present *As Bill Sees It* questions up to page 200 for approval at WSBC 2009. **The Board Literature Chair will remind the Committee to make sure the questions uphold tradition 10 in regard to outside interests.**

The ad hoc Spiritual Meditation Book Committee has stalled. A new approach or new members will be solicited at WSBC 2009.

It was suggested that the Literature Committee commitment be a two-year commitment to assist in continuity of its work.

The need for translation into Spanish of new literature, specifically the *Traditions Study Guide*, was discussed. Online translation programs are not satisfactory. **It was decided to suggest that Lupita as Chair of the Hispanic Liaison Committee set up a translator pool.**

The Chair will draft a letter to be sent to the Southern California Intergroup reminding them of the established policy that literature that is not Conference approved is not to be promoted beyond the local level. The current policy authorizes locally developed literature to be tested at the local level for a limited time before it is brought to Conference for approval and dissemination to the Fellowship at large; if the literature is not Conference approved it is not to be promoted beyond the local level.

March 22 is the next meeting of the Conference Literature Committee.

- D. **Education**—The Fellowship must be encouraged to read our current literature so the program will be accurately passed on and not be diluted. Guest Irish C. provided information prior to this meeting regarding use of podcasts; this medium will be researched for use in educating the Fellowship.

The office staff has been requested to add the current revision date on all literature to our literature order forms so that members ordering literature will be sure they have the current version. **The Education Chair will follow up with the office staff to ensure this work is ongoing.**

The Education Chair will draft a letter to the Areas regarding the importance of sponsors passing on the need for all members to be knowledgeable about our program through familiarity with our literature. Upon review by the Board, the letter will be sent to the Areas.

- E. **Area 6** –In the absence of the Area 6 Chair, the Board Chair pointed out that there are 79 meetings in Mexico which are part of Area 1. Mexico is part of Area 6 and all meetings in Mexico should be registered with Area 6. Vice President Woody stated that this has been a subject of discussion of the Area 6 Committee and these meetings are reluctant to leave their connection with co-founder Rae and the Southern California Intergroup. However, their voice at higher levels of the service structure would be more effective as part of Area 6. Rather than taking an administrative action to move these meetings to Area 6, **Coco as Chair of the Area 6 Committee will set up a conference call with Rae Z. and the Area 6 Committee to determine how best to effect this change.**
- F. **Hispanic Liaison** – Lupita submitted her Committee report in writing prior to the meeting. The Hispanic groups are concerned that their language needs be met at WSBC. They ask that Spanish language workshops be available and that translation of English language workshops and meetings be available to promote unity. This information will be passed on to the Convention Chair.
- G. **Public Outreach** –Due to the Chair’s absence, there was no report.
- H. **Nominating** – Due to the Chair’s absence, there was no report. **We are awaiting information from Jason regarding the possible application from a local physician to become a non-participating Director.**

10 – OLD BUSINESS:

- A. **Report on WSO relocation--** Sherry reported that without narrowing down our geographic location it was difficult to work with brokers. After discussion it was determined that there were two reasons to contemplate moving the office: 1) the possibility of reducing our rental rate, and 2)

local Fellowship strength for purposes of volunteerism. It was agreed that our current rent is as reasonable as we can get and local Fellowship strength for volunteer purposes is sufficient at this time. Therefore, it was agreed we would remain in our current location on a month-to-month tenancy.

- B. Staffing concerns were discussed. It was determined that our needs would best be met by a professional administrative assistant and membership in the Fellowship would not be a requirement. **The Chair will send the job description to the Board for review and upon approval of the job requirements will contact local employment agencies.**
- C. **Draft letters to Intergroups and Areas** – The Board reviewed the two letters drafted to the Intergroups and Areas regarding adherence to our Bylaws and the Traditions and Concepts of Service, specifically as they relate to the 7th Tradition. **The Chair will send a final draft of the letters will be sent to the Board for final approval and will go out prior to convening of the Area Assemblies.**
- D. **Online meeting registration** – This matter was resolved at the October meeting and was placed on the Agenda in error.
- E. **Compilation of FAQs** from monthly Director questions - This will involve more time than the office staff can give to it and will be set up as a special project at such time as it is feasible.

11 – NEW BUSINESS:

- A. **Conference 2009** --We are awaiting a report from the Convention Chair. It is imperative that the Convention flyer and registration be out to the Fellowship as soon as possible. In the past the Board Chair has been the Convention liaison; however, the Board Chair has Conference responsibilities and as a practical consideration appointed the Vice Chair to be the Convention liaison as a matter of current and future policy. **A motion was made and unanimously approved** that the Executive Committee will finalize pricing for the convention within two weeks. **A motion was made and unanimously approved** that the Convention registration fees will remain the same as last year.

The Board was provided with a timeline of actions to be completed by the various service entities prior to Conference as mandated by the Bylaws.

- B. **Director of the Month:** **A motion was made and unanimously approved** that the standard signature to be used in all responses from the Director of the Month to the Fellowship would read: CEA-HOW Board of Directors. **A motion was made and unanimously approved** that the procedure for responses by the Director of the Month to the Fellowship as set forth in the *Board Policy Manual*, Policy Title “Responses to Inquiries of the World Service Office” passed on January 22, 2005, be amended as

follows: The last sentence of the second paragraph shall be replaced with the following: The Director of the Month shall forward his or her response to WSO. Upon receipt by WSO of the response from the Director of the Month, WSO shall: 1) put a three-day hold on the response before sending it to the member of the Fellowship, and 2) immediately e-mail the original question and the response to all members of the World Service Board of Directors. After three (3) days if WSO does not receive direction from either the Director of the Month or the Board Chair, WSO shall send the response to the member of the Fellowship. If the Board decides there will be changes in the initial response, WSO will be so directed by the Director of the Month or the Board Chair within three (3) days of the question and response going out to the full Board.

- C. **Online meetings** There are two concerns in regards to establishing an online meeting: ensuring adherence to the 7-day abstinence requirement to share and the mechanism for the 7th tradition. The online meeting proposed by a member of the Fellowship goes through an outside service which collects a fee. Online meetings would be registered with Area 10; their Intergroup affiliation needs to be determined. This matter is referred to the Area 10 Assembly for a recommendation regarding implementation. **The Chair will inform the member wishing to start an online meeting that pending determination of appropriate implementation of online meetings to ensure adherence to the Traditions no online meetings will be registered.**
- D. **Carrying the message: Podcasts -- Research to develop availability of podcasts for the website is referred to the Chair of the Public Outreach Committee.** The Board is very enthusiastic about this tool being in place for presentation to WSBC 2009 for use by the Conference Committees in their work. **Jason, Chair of the Public Information Committee, will coordinate with the Webmaster the procedure needed on the website to enable our use of podcasts. Vice President Woody will get information from our sister program regarding its use of this informational asset.**
- E. **Recording meetings/conferences** – Conference call providers can provide the capability of recording conference calls. After discussion, the Board was undecided as to the benefit to the Board. **The Vice Chair will do further research and report at the April meeting.**
- F. **Bylaw amendment** – The Bylaws need to be amended to correct an inconsistency that resulted from an amendment made to the Bylaws at WSBC 2008 regarding timing. **A motion was made and unanimously approved** that the Board would propose a Bylaw Motion to amend the Bylaws as follows: The last sentence of Part C, Article 22, Section 4, Subsection c) shall read: Such proposals must be received by the Chair of the Board of Directors no later than 90 days prior to the Conference date.

- G. Gratitude month – A motion was made and unanimously approved as follows: The month of May is established as an annual gratitude month. The Chair will draft a standard letter which will be sent to all Intergroups and unaffiliated Groups on March 1st of each year.**

12 – Adjournment @ 10:55am PST.

Everyone is welcome to attend Board meetings as observers. Please note that observers may not vote and may not speak unless the Board specifically invites comment. The Board may close meetings for reasons of confidentiality. World Service Office