

***Compulsive Eaters Anonymous-HOW, Inc. World Service Office
Board of Directors' Regular Quarterly Meeting
February 1, 2003
WSO Office, 5500 E. Atherton St., Ste 227-B, Long Beach, CA
Minutes***

1. **Call to Order** Linda K. called to meeting to order at 10:00 a.m.
2. **Serenity Prayer** The Serenity Prayer and Tradition Two was recited.
3. **Roll Call.**
Board Members Present: Linda K. Jeanne W. Rosemary G.
Kathy D. Mary Pat O Luretha B.
Maria D. Fred S. (Via Telephone)
Board Members Excused: Rae Z.
Staff: Pat A., Rureth A.
Secretary: Maria D.
4. **Approval of Agenda** The Board approved today's agenda as amended.
5. **Treasurer's Report** Rureth a. presented for Rae Z. the financial reports to December 31, 2002. Net income was \$15,099.37 for the year. Total assets for the year were \$29,052.28. The last three months have shown no losses with the lowest net income of \$292.99 in the month of December. The Board accepted the report as presented.
MOTION CARRIED UNANIMOUSLY. Move to have all reports that are submitted with the agenda be included in the minutes on the website. Only include the Profit and Loss Statement for the financial reports.
6. **Approval of Board Minutes** Linda K. presented the following meeting minutes for approval:
Special WSO Board Meeting 7/25/02 The Board approved as presented.
WSBC July 25-26, 2002. The Board approved as presented.
WSO Board Meeting 7/26/02, 7/28/02 The Board did not approve as these two were combined and not clear. Board to approve on April 26.
WSO Board Meeting 10/26/02 The Board approved with corrections. 1) Add, "ACTION. Four-fold to be updated by Mary Pat and presented to the Conference Literature Committee." 2) Change to Linda K. and Jan P. (not Luretha B) who will prepare the WSO Newsletter with input from Jeanne W.
7. **President's Report** Jeanne W. presented the President's Report. Report filed. The Board received copies of the contract with Hilton Palm Spring Resort for the conference and convention. The Webmaster position was not filled. The flyer and conference/convention registration forms will be available on the web next week.
8. **Chair's Report** Linda K. read her report. Report filed. We hired one person who will start next week and work 10 hours a week. Priscilla M. will be trained by Jan B. and Rureth A.

9. Committee Reports

- a. Literature** The Board appointed Maria D. as Committee Co-Chair. Mary Pat O. presented the corrected copy of the Maintenance Food Plan. The 7 Tools will be added to the pamphlet.
MOTION CARRIED UNANIMOUSLY. Move to approve Items 1 to 7 on the corrections to the Maintenance Food Plan.
ACTION. Mary Pat O. will incorporate the motion and will send copies to the Board. She expects a return reply in 30 days.
- b. Education** Rosemary read her report. Report filed. Among other issues addressed in her report relating to the Ad Hoc Conference Education Committee, the Yahoo groups, etc. the website domain was discussed at length.
MOTION CARRIED UNANIMOUSLY. Move to have rosemary and Pat A. look at what it would cost to take over the cea-how.com domain.
ACTION. By 2 months, Rosemary will come back with findings and committee recommendations on the retaining the cea-how.com domain.
ACTION. In a 2-month period, Rosemary will research the feasibility of linking with Yahoo groups/CEA-HOW members.
- c. Finance** Mary Pat O. attempted to reach members of the Conference Finance Committee, but the committee has experienced delegate resignations and it seems to not active.
ACTION. By the next quarterly Board meeting, Rosemary and Kathy D. to contact delegate chairs and come back with results and a recommendation to get the Conference committees active.
- d. Nominating** Luretha B. read her report. Report accepted with corrections: 1) change Election of Directors to read, "No more than 4 directors can be elected from any area." Delete the rest of the paragraph. 2) Change Non-Participating Directors Vacant Position. Delete last sentence of the first paragraph. Delete the second paragraph. (Refer to Page 5, Sec. 10.b of the Minutes of October 26, 2002.)
ACTION. In 2 weeks, Luretha will connect with Jeanne W. to get information about Bernie who could be a good financial advisor and give a report to the Board.
- e. Conference & Convention** Kathy D. reported that the brochure and registration forms have been completed. She is working with Luretha B. to select the topics and workshop speakers. She asked the Board to provide her with names of keynote speaker, 3 main speakers, and 20 workshop leaders. Luretha B. presented a draft of the convention program for workshops. Maria D. addressed her concern about conference participation from the groups in Mexico. Linda K. and Mary Pat O. displayed and the Board selected the items to give away or sell at the convention.

MOTION CARRIED UNANIMOUSLY. Move to delegate to Pat A. the printing of conference/convention registration forms to distribute at the Area 1 Assembly on February 8.

ACTION. Pat A. will arrange distribution of conference and convention registration forms to the Area 1. Assembly on scheduled on February 8.

ACTION. Rosemary G. will make copies of the conference/convention registration form to distribute to groups in Area 5 as soon as possible.

ACTION. At the next quarterly Board meeting, Luretha B. will present a finalized draft of the convention workshops and speakers.

ACTION. Mary Pat O. and Linda K. to order the selected give away and sale items for the convention.

ACTION. Maria D. will approach the Intergroup of Leon, Mexico if they would like to integrate with Area 1 and report her findings on April 27.

10. Old Business

- a. **Newsletter** Linda K. is working with Jan P. to produce the newsletter.
- b. **Milestones III Workshop "Promises & Living on Life's Terms"**
Linda K. stated that the conference room would only hold 90 people. The room was reserved with a \$50 deposit. The flyer is ready for distribution. She asked for volunteers to help with the raffle, literature table and ticket sales. A pin with our logo will be sold at the workshop.
- c. **Group Ins. vs. WSO ins. Coverage.** Tabled. ACTION. Board members to receive a copy of the policy in 30 days from Jeanne W.
- d. **Expense Policy** Mary Pat O. reminded of the policy that Board members seek prior approval by the Finance Committee for their travel expenses. The expense report is to be submitted within 3 weeks of expenditures.
MOTION CARRIED UNANIMOUSLY. Move to have Mary Pat O. develop travel expense guidelines to be presented at the next quarterly Board meeting.
ACTION. Mary Pat O. will execute the motion on travel expense guidelines by April 27.
- e. **Article 18, Section 3 – Membership.** Tabled.
ACTION. Linda K. to seek attorney's advise and report in 60 days.

11. New Business

- a. **New WSO BoD Directory** Linda K. distributed an updated copy of the WSO Bod Directory.
- b. **Current WSO Group Directory** Linda K. distributed copies of the updated WSO Group Directory. The Board agreed not to print the quarterly WSO Group Directory as this is available on the web.
- c. **Office Staff and New Office Hours** The WSO Office will be kept open, with 3 part-time staff, 5 days a week (Monday through Friday, from 11:00 a.m. to 4:00 p.m.).

- d. **Policy Bylaw Maintenance** Kathy D. will be responsible for updating and maintaining the WSO policies and Bylaws.

12. Announcements

World Service Quarterly Board Meeting, April 26, 10:00 a.m., Long Beach, California

WSO Milestones III Workshop, April 27, 10:00 a.m. – 2:00 p.m., Los Angeles, California

13. Review Action Items of Today's Meeting

- a. Maintenance Food Plan. May Pat O. will incorporate the motion and will send copies to the Board. She expects a return reply in 30 days.
- b. By 2 months, Rosemary will come back with findings and committee recommendations on the retaining the cea-how.com domain.
- c. In a 2-month period, Rosemary will research the feasibility of linking with Yahoo groups/CEA-HOW members.
- d. By the next quarterly Board meeting, Rosemary and Kathy D. to contact delegate chairs and come back with results and a recommendation to get the Conference committees active.
- e. Pat A. will arrange distribution of conference and convention registration forms to the Area 1. Assembly on scheduled on February 8.
- f. Rosemary G. will make copies of the conference/convention registration form to distribute to groups in Area 5 as soon as possible.
- g. At the next quarterly Board meeting, Luretha B. will present a finalized draft of the convention workshops and speakers.
- h. Mary Pat O. and Linda K. to order the selected give away and sale items for the convention.
- i. Maria D. will approach the Intergroup of Leon, Mexico if they would like to integrate with Area 1 and report her findings on April 27.
- j. Mary Pat O. will execute the motion on travel expense guidelines by April 27.
- k. Linda K. to seek attorney's advise and report in 60 days.

14. Adjournment. The Board adjourned at 4:15 p.m.

15. Approval: Approved with changes on April 26, 2003.