

**Board of Directors' Regular Quarterly Meeting  
World Service Office  
October 23, 2004**

**Minutes**

**Call to Order**

Rosemary G. called the meeting to order at 10:30 a.m. with the Serenity Prayer and Tradition 2.

**Roll Call**

Present at the meeting were:

|             |             |           |          |
|-------------|-------------|-----------|----------|
| Rosemary G. | Ann S.      | Sandy C.  | Karen R. |
| Rae Z.      | Michelle T. | Marcia M. | Cris M.  |
| *Jay L.     |             |           |          |

\*With the resignation of Holly S., Jay L. was asked to fill the vacancy for this year.

|                      |          |                                   |
|----------------------|----------|-----------------------------------|
| Absent excused were: | Allen C. | Fred S. (Deceased-March 13, 2004) |
| Guests were:         | Char L.  |                                   |
| Minutes Recorder:    | Maria D. |                                   |

**Approval of Agenda:** The agenda was approved as amended.

**Welcome Newcomers and Visitors:** Rosemary G. welcomed the guest present.

**Approval of Board of Directors Minutes**

The minutes of April 24, 2004 were approved as corrected. The minutes of July 23, 2004, 3:00 p.m. were approved as presented. The minutes of July 23, 2004, 4:28 p.m., were approved as corrected. The minutes of July 24, 2004, 4:10 p.m., were approved as presented. The minutes of the World Service Business Conference minutes of July 22 & 23, 2004, were approved as corrected. Rosemary G. clarified the motion regarding the election of WSBC Conference Committee, that it needs to say 11 (not 13) members of the committee to concur to the bylaws because cofounders are not to be replaced.

**Treasurer's Report**

Rae Z. presented the Financial Report through September 30, 2004. Report accepted and filed. Total current assets totaled \$37,667.41. Total current liabilities were \$3,216.83. Net income was \$1,360.95 or 5.82% of gross income. Rae gave an overview of contributions and sales by intergroups. She reported 3 closed intergroups and 19 registered intergroup. Ann S. asked for a comparison of convention profit in prior years.

**President's Comments**

Ann S. presented the President's Report. Report filed. She reported that our office manager left and a new office manager is on board with the condition to work during the 2005 conference/convention. Ann has been involved with convention plans and announced that there will be a planning meeting tomorrow afternoon and hopes to have the convention flyer posed on the web soon.

### **Chair Comments**

Rosemary G. presented the Chair Report. Report filed. She gave an update on the response from OA regarding the use of CEA-HOW literature in OA Meetings and the fact that there are still HOW Meetings listed and approved by OA. She reminded everyone to submit their agenda items 5 weeks prior to future meetings.

### **Old Business**

***Board of Directors Annual Calendar.*** Rosemary G. presented the Annual Event Calendar for Board members with monthly updates to adhere to, and the selection of board members scheduled to respond to E-mail messages, website questions and office inquiries. The calendar was accepted as presented.

***Board Policy for E-mails.*** Sandy C. presented a Board Policy Manual to answer E-mails on behalf of the Board. The policy was accepted as amended. Sandy explained the process of addressing internal communications among Board members when consensus is needed. Sandy C. will send the corrected policy to Rosemary G. for distribution to Board members.

***Convention Report 2004.*** Rosemary G. presented a 2004 Convention report of income and expenses received from the accountant. Report tabled for further verification as requested by Rae Z. and Karen R. Rae Z. will reconfirm the report for accuracy with the accountant. A discussion took place regarding admittance for banquet/speaker events for the convention. Discussion tabled until January meeting when a decision will be made and what information will be included on the registration forms.

### **Committee Reports**

***Convention 2005.*** Ann S. and Jay L. presented a draft of the convention theme and logo, "A Vision for You - The Promises to Be Happy, Joyous, and Free." The theme was approved as presented. It was suggested that perhaps Michelle T. could develop the logo for all publications that pertain to the 2005 Conference and Convention. The Hilton LAX Hotel has been selected. Sandy C. will coordinate the workshop leaders/speakers and topics. Rosemary G. and the Board will select the keynote speakers. Other details will be discussed at tomorrow's meeting.

***Education.*** Michelle T. presented the Education Committee Report. Report filed.

***Website.*** A search engine has been added. A demo is in place for a Spanish section on the web. Michelle will provide the costs for this feature to the Board to approve. The meeting database has been updated. The new Webmaster will be on board November 1, 2004. Once the Webmaster arrives, action will be taken as mandated by the Conference to remove the food plans from the web. In the meantime, Rosemary and Michelle will assist the new Webmaster with a plan to add a special way that Intergroups may order the Food Plans by website.

***Newsletter.*** Plans are underway to print a quarterly newsletter and feedback is welcome.

***Finance.*** Karen R. reported on the meeting held this morning of the Executive Committee. The Committee discussed the new permanent employee and job descriptions. The new shipping procedures to

use UPS for large packages and save in postage. The credit card balance was increased to \$15,000. The 2005 convention costs was discussed. The Finance Committee is in the process of a full financial audit of the organization.

**Literature.** Marcia M. presented the Literature Committee Report. Report in file. The committee will be making the corrections to the Forever Abstinent Food Plan as noted on the minutes of April 24, 2004. Cris M. has provided the Spanish translation of Came to Believe. Rosemary G. read a letter from the Southern California Intergroup regarding the cover page of the CEA-HOW Sponsor Guide. Michelle T. suggested that the publication cover be changed to concur with the previous cover stating the revisions to concur with the AA Big Book editions three and four. The Committee will be making corrections to bring consistency on text, fonts, and abbreviations used. Questions were asked regarding the Food Plans and seeds. Rosemary G. clarified that flax seed is considered a fat on the Maintenance Food Plan and not listed as a part of the Forever Abstinent Food Plan.

**Motion carried by a vote of 8 to 0.** That according to the 2004 WSBC Minutes (Page 3, Paragraph 3) and to conform to the WSO Board Minutes of April 24, 2004 (Page 2, Last Paragraph), the Board will make the original editorial changes to the Forever Abstinent Food Plan and the Maintenance Food Plan making it a ¼ cup raw/unprocessed oat bran and 4 oz of bacon. This motion is in the spirit of having a unified Forever Abstinent Food Plan and a Maintenance food plan.

**Spanish Translation of Pioneer Questions.** After the last WSBC Conference the delegates from Leon, Mexico asked the WS Board of Directors Literature Committee for financial assist to pay a debt of \$170 for the Spanish translation of the Pioneer Questions. This was presented at the July WS Board of Directors meeting and tabled to be discussed at the October Board of Directors meeting.

**Motion carried by a vote of 8 to 0.** Sandy C. moved and Ann S. seconded that we send a letter explaining that any Spanish translation of literature requires prior approval by the WSO Board, and to send along the original copies of the Spanish translation of the Pioneer Questions to be printed by the WSO Office. (Ann S. will draft a letter to Leon, Mexico, for the Board's approval and for translation.).

**Nominating Non-Participating Director.** Ann S. discussed her efforts in seeking applicants to serve as non-participating director. She will also inquire if Alan C. is still interested in serving a second year on the Board of Directors as a Non-Participating Director.

**Previous Minutes.** The Board discussed the understanding of Tradition 11 when posting event flyers on the web.

**Motion carried by a vote of 6-0, 1 abstention (Jay L. not present at the time of voting).** That we allow the name of speakers with last initial and no mention of individual's profession for event flyers to be posted on the web.

**New Business**

***Concurrent Service Policy for BOD.*** The Board discussed a draft of a Manual Policy to address concurrent service while serving on the CEA-HOW World Service Board of Directors while serving in a leadership role above the meeting level in another twelve-step program of eating disorders. After much discussion,

**Motion failed by a vote of 2 to 1, 4 abstaining.** Rosemary G. moved and Ann S. seconded, to approve the policy “Concurrent Service in 12-Step Food Addiction Recovery Program.”

Rae suggested a statement be included in the delegates’ application instead of implementing it as a policy.

***BOD Finances – Approvals.*** The policy to address Board expenses is being revised. Ann S. will develop a new form to claim Board expense reimbursements.

***Future Workshops & Fund Raisers.*** Rosemary G., Rae Z., Jay L., Karen R., and Michelle will be coordinating the future workshops. The next workshop topic to be on sponsorship on January 24.

***Date & Location of Next Quarterly BOD Meeting.*** The next quarterly Board meeting will be on January 23, 2005, 10:00 a.m., at the WSO Office.

**Serenity Prayer and Adjournment.** The meeting adjourned with the Serenity Prayer at 5:25 p.m.