

**Compulsive Eaters Anonymous – H.O.W. World Service Organization**

**Board of Directors Quarterly Meeting**

**October 25, 2003, 10:00 a.m.**

**WSO Office, 5500 E. Atherton St., Ste, 226-B, Long Beach, CA**

Minutes

**1. Call to Order**

Chair Rosemary G. called the meeting to order at 10:00 a.m.

**2. Serenity Prayer and Tradition 2**

Rosemary G. led the reciting of the Serenity Prayer and Tradition 2.

**3. Roll Call**

The following Board of Directors, Staff, and Guests were in attendance:

Rosemary G., Chair	Pat A., President
Sandy C., Vice-Chair	Anne S., Vice-President
Holly S., Director	Cris M., Director
Fred S., Co-Founder Director	Rureth A., Bookkeeper
Maria D., Minutes Recorder	Pamela J., Guest

The following Board of Directors, were excused to attend:

Rae Z., Co-Founder Director	Berne P., Non-Participating Director
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**4. Approval of Agenda**

The agenda was approved with corrections.

**5. Welcome Newcomer, Board of Directors and Visitors**

Rosemary G. welcomed all newcomer members of the Board of Directors for 2003-2004 and acknowledged the staff present.

**6. Approval of Board Minutes, and WSBC Minutes July 2003**

Fred S. recommended and the Board agreed to have the following unapproved minutes stand as approved:

July 25, 2002	October 26, 2002	April 25, 2003
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Approval of minutes was tabled for the following minutes:

July 18, 2003	July 20, 2003	WSBC Minutes of July 25, 2003
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**7. Treasurer's Report**

Rureth A. presented on behalf of Rae Z. the 2003 Conference and Convention Report. Total of the net proceeds were \$5,356.96. Last year's net proceeds were \$6,027.41. The end of year report was presented with a total worth of \$42,171.69. The first quarter of 2003-2004 shows a total worth of \$42,367.62. The Profit and Loss Report for 2002-2003 showed that contributions are 31% of income, Conference/Convention is 30% of income, and literature sales are 39% of income. For expenses, Cost of Goods sold is 16%, Rent is 6%, Payroll is 24%, Board of Directors Expenses is 2%, and Operating Expenses are 18%.

**Action.** Rureth A., will prepare a budget and submit to the Board in two weeks. Rosemary G. will advise Berne P. to review the budget with the Finance Committee.

**8. President's Comments**

Pat A. presented the President's report. Report in file. She stated that the rent lease is due for renewal. She noted that the office workload was backlogged and she has spent time training staff. As of today, all E-mail responses are up to date.

**9. Chairman's Comments**

Rosemary G. presented her report. Report in file. She asked Board members to keep in mind the concept of principles above personalities and to take action allowing each other to be in recovery. She talked about the lines of communication and the necessity of trusting each other. She described the process of answering questions from the fellowship, including questions in other languages, e.g., Spanish.

**10. Old Business**

**a. Convention 2004**

Pat A., and Anne S. presented proposals from the Hanalai Hotel in San Diego and the Anaheim Marriott Hotel.

Fred S. moved and Sandy C. seconded to: "Accept the Anaheim Marriott Hotel to hold the 2004 Conference and Convention." Motion carried unanimously.

**Action.** Board members will E-mail to Rosemary G. their suggested theme for the convention.

**b. Board Policies**

**i. Duties of Board and Corporate Officers**

Rosemary G. pointed out that Board members refer to the WSO By-laws and the Board policies when addressing concerns of the fellowship.

**Action.** Sandy C. will update these as revisions are approved.

ii. **Executive Committee Membership**

Members of this Committee are Rosemary G., Pat A., Anne S., Sandy C., Rae Z., and Berne P.

iii. **Concurrent Service in CEA-HOW and Other 12-Step Disorder Recovery Fellowships**

Rosemary G. addressed a long-standing concern when members of the Board give concurrent service in other 12-Step eating disorders programs of recovery.

c. **By-laws (membership) & Revisions, & Qualifications**

The Board reviewed Berne P's assessment of the By-laws concerning membership and issues that have to go to the fellowship and those that day-to-day issues that apply. Pat A., presented a discrepancy of some area by-laws on delegate qualifications and she reported that Area 1 has revised their by-laws to reflect the change.

**Action.** Rosemary G. will send a letter to area chairs making them aware that their by-laws are to be consistent with the WSO By-laws, especially in the delegate qualifications section that states that "delegates visibly reflect the ideals of CEA-HOW."

d. **Ad-Hoc Committee Advisors – Education (Literature)**

Board Committee Chairs will contact the Chairs of the WSBC ad hoc Education and other WSBC Conference Committee Chairs to keep the lines of communication open. The Board discussed questions to the Board on the Food Plan.

Sandy C.. moved and Fred S. seconded that: "The Literature Committee consider the milk in the coffee rule of the Food Plan to clarify if it is from breakfast or any meal as agreed upon by sponsor and sponsoree, and that the Literature Committee scrutinize the bacon and condiments rule, the white potatoes, and corn tortillas." The motion passed unanimously.

**Action.** Board members will submit to Holly S. questions on the Food Plan to address at the WSBC Conference.

e. **BoD Calendar & E-Mail Inquiries Information & Food Questions**

Rosemary G. discussed the process of answering E-mail inquiries information including food questions. Rosemary G. provided the WSO BoD Calendar. Action calendars may be sent to the Area Chairs, Intergroups when deemed necessary by the Chair. A Calendar of Events will be published in the upcoming Newsletter quarterly. All other Event bulletins must be submitted to the WSO for review by the Education Chair/Chair of the BOD and then will be placed on the website.

f. **Webmaster**

The Board advised and consented that Rosemary will seek another Webmaster. In order to have CEA-HOW events posted on the website, the information needs to be sent to the WSO Office. A section needs to be in place for intergroups to order resource material, e.g., meeting formats.

**11. Committee Reports**

a. **Conference/Convention 2003 Consensus**

The Committee reviewed the surveys that showed overall very good comments, with only one reply about a complaint on the food. This year's committee will consider having vegetarian food on the menu.

b. **Education**

Anne S. reported that meetings in Boise, Idaho, have formed the Intermountain Intergroup with 12 meetings registered. She is working with intergroups in Barstow and San Diego. She addressed the goals of the Committee.

c. **Finance.** Discussion deferred.

d. **Literature**

Holly S. presented the final publishing copy of the As Bill Sees It Questions that were approved by the 2003 WSBC Conference. She asked that intergroups provide to her the next set of questions on As Bill Sees It for the committee's review. The Committee is working on discrepancies on questions referring to the stories from the 4<sup>th</sup> edition of the AA Big Book. All literature including revisions to the Maintenance Food Plan need to be sent to Holly before the April 2004 Board meeting for consideration to be placed on the agenda of the WSBC Conference. Pat A. has corrected some inconsistencies found with the current and original Forever Abstinent Food Plan as mandated by the 2003 WSBC Conference. The Board discussed and decided not to approve a request to have AA literature available to buy on the web. Anne S. will submit to the Literature Committee weekly topics based on the FAME (Forever Abstinent Meeting for Every One) for consideration.

e. **Nominating**

Pat A. presented two names (Marcia M, Florida, and Terrie P., Michigan) to consider for appointment to the Board and one name (Alan C., San Diego) to consider as Non-Participating Director. With advise and consent from the Board, Rosemary G. appointed three people to serve as Board of Directors.

**12. New Business**

a. **International Printing**

Groups in Europe and Mexico are asking permission to print and publish CEA-HOW literature due to the high costs of shipping. Fred S. suggested that instead, these groups be sold literature at a discount, to avoid problems of copywriting.

**Action.** Rosemary G. will ask Berne P. to research this with AA and to give a recommendation at the next meeting.

**b. January BoD Meeting Site & Workshop**

Anne S. proposed that the next Board meeting and WSO workshop be held at the site of the 2004 conference and convention.

Fred S. moved and Sandy C. seconded, "that the Board meet at the Anaheim Marriott for the January 25 meeting." Motion carried unanimously.

Fred S. moved and Pat A. seconded to: Tape tomorrow's workshop if Anne S. can make the arrangements. Motion carried unanimously.

**Action.** Pat A. will see if it is possible to hold the January Board meeting at the site of the 2004 Conference and Convention. Anne S. will be the contact person for the meals in the hotel.

**c. BoD Financing**

Rosemary G. discussed with Berne P. the reimbursement for gas mileage or airfare and she asked the Board to consider reimbursement for hotel expenses. Anne S. suggested that the money collected from the WSO workshops be used for this purpose. Rosemary G. noted that Pat A. needed to assist and train office staff for 5 days staying in the area at her own expense.

Fred S. moved and Cris M. seconded that: "Board members be reimbursed for travel, and hotel accommodations." Motion carried unanimously.

Fred S. moved and Holly S. seconded that: "If there are extraordinary expenses incurred by Board members in the service of CEA-HOW be brought to the Board for approval." Motion carried unanimously.

**d. Policy on Concurrent Service in CEA-HOW and Other 12-Step Eating Disorder Organization**

The Chair presented a proposed policy on Concurrent Service in CEA-HOW and Other 12-Step Eating Disorder Organization. The concurrent service policy was not approved as written. The BOD may consider rewriting this policy in the future.

**e. Quorum of the Board**

Fred S. moved and Holly S. seconded, "that Article 4, Section 24 of the By-laws change quorum to be 50 % plus 1 of all filled positions to the Board." Motion carried unanimously.

**13. Adjournment.** The meeting adjourned at 4:45 p.m.

**Minutes Approved:** January 24, 2004 Board of Director Meeting