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Compulsive Eaters Anonymous-HOW

World Service Office Board of Directors' (BoD) Quarterly Meeting April 27, 2013, 7:00 AM Pacific Time

1. **CALL TO ORDER:** Meeting was called to order at 7:03 PDT
2. **SERENITY PRAYER; TRADITION 2; ABSI READING**
3. **ROLL CALL:**
Board Members Present: Coco C., Coletta W., David M., Jim C., Jose F., Lorraine S., Marybeth M., and Shannon H and Jim. E. (Note: Jim E. joined the meeting in process)
Corporate Officers Present: Irish C., Pamela K., and Woody N.
Excused: Rae Z.
4. **Approval of Minutes:** 2nd Quarter BOD Meeting, January 26, 2013. The minutes were approved as presented. **ACTION ITEM: Coletta will send notice to Janice on the Web Committee to post the minutes of January 26, 2013 as Approved rather than Draft.**
5. **Approval of Agenda—A motion to change the fiscal year will be addressed during the Treasurer's report. F 3 (a) will be changed from a Bylaws motion to a Policy Motion. The agenda items under New Business have been changed and re-lettered to be handled in prioritized fashion. Discussion regarding Maintenance will now be New Business h. (This last item was tabled until a future time)**
6. **Officer Reports:**
 - a. **Chair—Coletta –Coletta will be rotating off after this year but wishes to continue service in the way of newsletters and other areas. Discussion was held on how this is handled in another fellowship. ACTION ITEM: Coletta will send out a motion regarding continuing service by Board members after rotation of service takes place.**
Treasurer—David—The Financial Report was discussed. The Financial Committee will discuss Area Assistance in case requests come in. David requested that Board members email him hotel information concerning Conference/Convention by Monday, April 29. A discussion regarding prudent reserve will be part of the agenda at the July meeting. A Bylaws motion was presented to change the dates of the fiscal year. Article 9. Beginning January 1, 2014, the corporation's fiscal year is January 1 to December 31. The corporation shall have a partial fiscal year from July 1, 2013, to December 31, 2013. Motion passed unanimously.
 - b. **President and Executive Committee—Pamela has filed trademark applications and we will now wait to see if those are approved. Other items are covered in the attached report.**

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7. Committee/Liaison Reports:

- a. Finance—David—(See attached report) Finances have improved over the past quarter.
- b. Policy Manual—David—The Board Policy Manual has been updated but will need to be updated on a regular basis, as Board minutes are approved. **ACTION ITEM: Per Board Policy, the Board Policy Manual is maintained by the Vice Chair: David will pass this duty on to Lorraine.**
- c. Literature—There is currently no director as liaison. Linda D. is the Chair of the Literature Committee and there are projects being worked on the Committee going into next year. The Literature Committee has a large scope of duties and responsibilities at present and in the future a division of duties might need to be developed. Editing submitted materials to prepare for approval at Conference needs to remain the priority.
- d. Education—Marybeth—(See attached report)
- e. Public Outreach—Lorraine—(See attached report)
- f. Ad Hoc Teen Program—Lorraine (See attached report) There is a concern that the policy that we don't sponsor teens is not currently on the website, but this is in transition and will be posted within a week or two. The Fellowship also needs to be notified by eblast or on the website that the previously published Teen Program literature, including the Food Plan and Teen Inventory is no longer approved for use in CEA-HOW. More discussion was held regarding the legalities of teen programs. **ACTION ITEM: Coletta will visit Al-Anon headquarters to discuss how they handle the issue of legal ramifications of having teens in the Fellowship.**
- g. Sponsorship—Shannon—(See attached report) Edits were made to the Sponsorship questions. **ACTION ITEM: Shannon will take the edits to the Sponsorship questions back to the Committee for approval and then the questions will be resubmitted for WSBC approval.**
- h. Spanish Speaking—Coco—77 groups are currently in Area 6. Attempts are being made to further communication and action with meetings within this Area. **ACTION ITEM: Coco will look into delegate registration from Area 6 being sent into WSO.**
- i. Spanish Translation—Woody (See attached report)
- j. Ad Hoc Inventory—Woody--The draft of the proposed 4th Step questions has been submitted to the Literature Committee for its review and submission to WSBC.
- k. Ad Hoc Reflections Book—Woody-- Because fewer than 600 pieces have been submitted for the book, the committee members voted to suspend the committee until such time that a minimum of 1,000 submissions are received. The chair of the committee submitted a motion to this effect to the Agenda Committee.
- l. Website Liaison—Pamela—(See attached report.) The committee is looking into ways to make downloads available for members. There is an upcoming Website Committee meeting on May 7, 2013.
- m. Nominating—Pamela—No responses have been received from an email sent out on March 21 soliciting non-participating directors.
- n. Convention Liaison—Pamela --(See attached report) There is now a Convention Co-Chair and there are many enthusiastic committee members. Work on the Convention is ongoing.

8. Old Business:

- a. **Board of Directors Convention Co-Liaison Position and Literature Liaison—**Neither vacancy was filled.
- b. **Pamphlet on Structure—Marybeth—**There was lengthy discussion on this. It was felt that this would serve the Fellowship better as a service piece rather than a piece of

literature. It was felt that this could be both on the website and also in printed form to be sent out to meetings. **ACTION ITEM: All Board members are to review the pamphlet on Structure and return comments to Marybeth by May 11, 2013.**

- c. **Policy Manual—ACTION ITEM: All Board members should review the Board Policy Manual and if there are inconsistencies or changes they should be referred to Lorraine.**

9. New Business:

- a. **Director vacancy –Jim Eddy has submitted his application to fill the Director vacancy. A Motion was made to approve Jim Eddy to fill the Director vacancy through WSBC 2013. Motion passed unanimously.**

- b. **WSBC 2013 Motions**

- 1) **Returned/Rejected Motions by the Agenda Committee:**

- a) Modify Chapters 3 and 5 and add to Bylaws
- b) 7 Tools Worksheet
- c) Approve Food for Thought for Use by Fellowship
- d) Approve ACA Red Book for Use by Fellowship

Note: ACTION ITEM: Coletta will follow up that the makers of the above rejected motions for WSBC 2013 will receive full explanations for the rejection of the motions. Some might be able to be resubmitted after revision by the makers of the motions.

- 2) **Pending Motions:**

Policy Motion to Suspend Ad Hoc Reflections Committee: After discussion Coletta will take back to the Agenda Committee that an email will be sent back to Kelly, the Reflections Book chair, that the Committee will be dissolved. The Website Committee will refer the submissions to the Literature Committee for review and retention to be made available for use in other areas.

- 3) Create a Pamphlet re Support of F2F Meetings Coletta will take back to

The Agenda Committee and suggest that it go back to the submitter with the information that sales of pamphlets are not high and that the makers of the motion need to develop this themselves and submit the finished product to the Literature Committee for review.

- 4) **Motions Recommended by the Agenda Committee:**

- a) Policy Motion Bylaws Motion--Create a Special Needs Ad Hoc Committee
- b) Bylaws Motion--Change Bylaws regarding 7th Tradition Fund Distribution --
- c) Bylaws Motion—Change Tools to Attend CEA-HOW Live Meetings if within 10 miles of residence. This motion needs to be sent back to the maker of the motion to be resubmitted in proper form and also inform them of the requirements involved in changing Part B of the Bylaws.
- d) Bylaws Motion--Change Tools to Attendance at 3 CEA-HOW Meetings. This motion needs to be sent back to the maker of the motion to be resubmitted in proper form and also inform them of the requirements involved in changing Part B of the Bylaws.
- e) Policy Motion--Publish 4th Step Columnar Inventory (Attachment)
- f) Policy Motion--Publish AA 4th Edition Personal Story Questions, Parts I, II, and III (3 Attachments) It is recommended that the subtitles on these three parts be deleted so as not to have confusion with the existing "Pioneer" questions.

- g) Policy Motion--Publish *Broaden Experience of Sponsoring Questions* (Attachment) (See 7 g. above)

c. **2013 Convention**

- 1) AV Services for Conference/Convention—Woody—After discussion, a **Motion was made to hire AV Professionals for \$4,400 for the 2013 WSBC Conference and Convention.** Motion passed. **ACTION ITEM: Woody will send an email out with quotes on the costs of additional services requested from AV Professionals for review.**
- 2) Reimbursement for Convention Expenditures Policy—**ACTION ITEM: After discussion, Pamela will craft a motion concerning a Board policy concerning early reimbursement for Convention Committee Expenditures and send this to the Board via email for discussion and vote.**

d. **Delegate Waiver Requests**

- 1) Area 1 (Alissa) Attendance at Area Assembly and Completion of 12 Traditions. The Waiver Request did not meet the policy standard of need for geographic representation.
- 2) Area 3 (Rebecca) 1 Year of Service above Meeting Level; Presently IG Treasurer and Area 3 Treasurer. **Motion made to approve this waiver based on standard of geographic representation. Motion passed.**
- 3) Area 10 Alternate (Beth) Abstinence in OA and has two years of abstinence in CEA-HOW but does not have three years yet in CEA-HOW. The Waiver Request did not meet the policy standard of need for geographic representation. **ACTION ITEM: Coletta will send out notification on waiver decisions to Area Chairs, cc'ing the individuals.**

e. **Website Page for Area/IG Use—WHAT'S GOING ON IN THE FELLOWSHIP SERVICE BODIES?**

- 1) Posting Phone Bridge IG Meeting Minutes—After discussion, a **Motion was made to not post Phone Bridge IG Meeting Minutes on the CEA-HOW website in accordance with the policy set at the October 2012 Board meeting. Motion passed. ACTION ITEM: Coletta will notify the Phone Bridge IG that Phone Bridge IG Meeting Minutes will not be posted on the CEA-HOW website and will include the policy along with notification.**
- 2) Posting IG Hospital & Institution Notices—**Motion made to table this item for future consideration at the October 2013 meeting. Motion passed. ACTION ITEM: The Board Website liaison will ask the Website Committee for input considering this.**

f. **Bylaws Motion re Agenda Committee—After discussion, this item was withdrawn.**

g. **Electronic Literature**

- 1) Should we Provide
 - 2) Cost if Provided
- After discussion, these items will be referred to the Literature Committee working in conjunction with the Website Committee for further research. It will be requested that their findings be reported at the October 2013 Board meeting. ACTION ITEM: Coletta will refer these items to the appropriate committees.**

10. Adjournment: June 8 will be reserved for a Special BoD Meeting if needed and notice will be given by May 24, 2013. Meeting was adjourned at 12:26 PDT with the Third Step Prayer.

*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***