



World Service Office  
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# Compulsive Eaters Anonymous-HOW

**World Service Office  
Board of Directors' (BoD) Regular Quarterly Meeting  
January 28, 2012; 7:00 AM PT/10:00 AM ET**

**Draft Minutes**

- 1. **CALL TO ORDER** : Meeting opened at 7:04 AM Pacific Time
- 2. **SERENITY PRAYER; TRADITION 2; ABSI READING**
- 3. **ROLL CALL:**  
 Board members present: Carol S., Coletta W., David M., Jim C., Lupita B., Marybeth M., Merrie Anne B., Richard M.  
 Corporate Officers Present: Irish C., Pamela K., Woody N.  
 Board member not present: Rae Z.  
 Visitor: Coco M. was present to assist in translating.
- 4. **APPROVAL OF AGENDA**—Agenda was approved as presented.
- 5. **BoD OCTOBER 22, 2011, MEETING MINUTES**—Approved via email vote on November 10, 2011.
- 6. **OFFICER REPORTS:**
  - a. **Chair Comments**—Coletta thanked David M. for his handling of the DOM questions. All directors and officers were also thanked for submitting reports in timely manner prior to the meeting. Input to the Chair from Board members and officers is invited and welcomed.
  - b. **Treasurer Report**--Merrie Anne presented (see quarterly report). It was noted that there will be an annual expense to Drupal Gardens rather than a one-time expense. Discussion was held that many Intergroups are low in contributions and literature purchases and the existence of these Intergroups and also the unaffiliated groups needs to be verified.
  - c. **President's Report**--Pamela reported that organization of the electronic files and establishing office procedures continues. Standardizing the formatting of all CEA-HOW literature continues. *Forever Abstinent* and the trifold have now both been translated into Spanish, and we are awaiting a final okay to go to print. Currently the office is staffed Tuesday from 8-4, Wednesday from 11-4, and Friday 8-3. **ACTION ITEM: Coletta will update website to reflect this.**
  - d. **COMMITTEE REPORTS:**

*CEA-HOW is A Way of life!*



- e. **Executive Committee**—Pamela—The Executive Committee continues to hold bi-monthly meetings, pursuant to the Bylaw amendment of July 15, 2011. The next Executive Committee meeting is scheduled for February 1, 2012. The trademark application has not yet been filed. The search for space to relocate the office is continuing. This will be pursued while there is still another person in the office.
- f. **Finance**—Merrie-Anne--This report was covered in the Treasurer's report (above).
- g. **Literature**—Carol—(Report attached.) The Literature Committee has reviewed and re-reviewed the booklet *An Abstinent Model* and has concluded other CEA-HOW existing literature covers this booklet. The Committee felt the booklet should be discontinued due to "conflict of some of our concepts (alcohol)." The Board requested clarification. **ACTION ITEM: Carol will request clarification of this from the committee.** The committee recommends against publishing as CEA-HOW literature the piece *Into the Twelve Step Mystery*. **ACTION ITEM: Carol will request from the committee an acknowledgment and decision statement which will go to the member who submitted the proposed literature.** A flyer was presented to remind sponsors to have sponsees submit writings for the Meditation Book that is being developed. The Board suggested the flyer state more clearly that the writings are for a CEA-HOW book. The suggestion was made to refer to the book as *Reflections of Recovery* and to solicit suggestions for other titles from among those members who submit writings for the book.
- h. **Education**—Marybeth--Following the presentation of the Education report (attached) it was suggested that Marybeth as Liaison be responsible to gather minutes from the various committees and review them for purposes of coordination and to avoid duplication of effort. The duties of the Conference Education Committee could be broadened to include implementation and oversight of a newsletter with up-to-date news and information to be included on the website. **ACTION ITEM: Marybeth will look at the description of the Committee on the Delegate Conference Committee Selection Form and update to send to President to go out with an upcoming mailing for Conference. Coletta will send her the description as it now stands.**
- i. **Hispanic Liaison**—Lupita--There was discussion on some needs. **ACTION ITEM: Lupita will see that Area 6 writes a letter to WSO on behalf of the Tijuana groups to request permission to affiliate with the San Diego Intergroup.**
- j. **Public Outreach**--Merrie-Anne—(Report attached.)
- k. **Spanish Translation**--Woody/Lupita (with Status of Literature in Progress)—Translation was completed for several pieces of literature that are now ready for printing. There is a DVD available in English from a Convention presentation last year. **ACTION ITEM: Lupita will send one English DVD and one Spanish DVD to the office and then copies can be burned and sent to the Board for review.**
- l. **Nominating**—Pamela--The possibility of a physician from the Midwest being invited to the Board is still ongoing. If Board members know nonmembers who are skilled in business, law, finance, medicine or other fields who would perhaps be able to serve as non-participating directors, they are to notify Pamela. Jim C.'s term as non-participating Director was noted to be up. **Motion was made to reappoint Jim C. for another two-year term as a Nonparticipating Director. Motion passed.**
- m. **Convention Committee**—David (w/Status of Convention Manual)--There has been a Save the Date flyer created and sent to the Board. It was suggested to change the wording throughout the flyer to include the terms "globe" and "global." **ACTION ITEM: Coletta will send David an example of an introductory paragraph to be included when flyers are to be posted on the website.** The theme will be "The Gifts of CEA HOW." **ACTION ITEM: Irish is to contact the Phone Bridge that there is no longer a need to send in theme suggestions and that volunteers for various positions are needed and they can**

contact [ceahowconvention2012@gmail.com](mailto:ceahowconvention2012@gmail.com) for more information. The Convention Manual is still in development.

- n. **Sponsorship Committee**—Richard—(Report attached.)
- o. **Website Committee**—Coletta—(Report attached.) There will be a webinar concerning the [www.ceahow.org](http://www.ceahow.org) website on Drupal Gardens. Nancy M. will send out the invite for the webinar meeting to the Committee and the Board where she will walk everyone through the various website changes. Meeting is scheduled for Saturday, February 4, 2012 at 6 PM ET, 5 PM CT, 4 PM MT, and 3 PM PT. All Board members are encouraged to attend.
- p. **Ad hoc Teen Committee**—No report at this time.
- q. **Ad hoc Inventory Committee**—There was no report submitted by the Chair of the Committee.
- r. **Ad hoc Sweetener Committee**—Pamela—No report submitted at this time. **ACTION ITEM: Pamela will contact the members of the Committee concerning this.** If there is no action taken the committee could be disbanded at Conference due to lack of interest.

## 7. OLD BUSINESS:

- a. **Update on Board and WSBC Policy Manuals** (David) (Report attached.) Work on the Board Policy Manual is ongoing with the goal to have a completed draft of the next edition of the Board Policy Manual ready for review at the April Board meeting.
- b. **Reprinting the CEA-HOW Concept Pamphlet**--Various options concerning listing the authorship of this pamphlet were discussed. After discussion a **Motion was made to print enough pamphlets to meet the current needs of the Fellowship and bring this matter up to the Conference. Motion passed.**
- c. **State of the Program**—Ways of Increasing Fellowship, Service, etc. This topic was discussed. Strengthening sponsorship was discussed as a key issue. The meeting service position of Sponsorship Chair was discussed. **ACTION ITEM: Coletta will put together an email/flyer for Board review concerning Sponsorship Chair position.** After review, this will be sent out to Intergroups and Areas to emphasize that meetings fill this position Sponsorship Chair and help with the issue of Sponsorship. The service position descriptions that are sent out to meetings in the New Meeting Packet will be put on the website.
- d. **Standard DOM Answers**--Many were lost due to the computer crash and Pamela is recreating these. She will send them out to the Board for review.

## 8. NEW BUSINESS

- a. **Gratitude Month Reminder**—a discussion was held on the annual gratitude letter to the Fellowship. Miscellaneous donations that are not identified in a specific category will be credited as gratitude donations.
- b. **Appointment of Director for Remainder of Year**—Suggestions for an appointee were requested. **ACTION ITEM: All Board members are to send in names and email addresses to Coletta and WSO by Sunday, January 29; the standard invitation letter and Director Application will be emailed to members whose names are submitted.**
- c. **BoD Leadership Development**—Various ideas to foster BoD leadership development were discussed and this is ongoing. It was suggest that a panel of current Board members speak on Board membership at the Delegate Orientation session of Conference.
- d. **Revise PI Link**—Following discussion a **Motion was made to replace C Notes Medical Edition on the website with the Health Care Letter and remove the Health Care letter from the literature form. Motion passed. ACTION ITEM: Pamela is to send the Health Care Letter with an editing correction to Coletta in PDF form.**
- e. **Conference**

- 1) **Timeline** was discussed and reviewed.
- 2) **Delegate Count** was reviewed for this year.
- 3) **Delegate Waiver for 2012**—After discussion on waivers, a **Motion was made to consider waivers based on the need for full geographic representation of the Fellowship for the group conscience of CEA-HOW as expressed at the CEA-HOW World Service Business Conference. No consideration will be made if the abstinence qualification is not met. Motion passed.**
- 4) **Area Assistance**—2012 Maximum Dollar Amount for Each Area. There was a recommendation from the Finance committee that amounts up to a maximum of \$500 be paid to each requesting Area. **A motion was made that amounts of actual expense requested up to a maximum of \$500 be paid to each Area requesting assistance. If requests are made that exceed the amount in the Area Assistance fund, the additional funds will be taken from the General funds to cover this. Motion passed.**
- 5) **Conference Support Committee--ACTION ITEM: Pamela will provide the names and contact information of the WSBC 2011 Conference Support Committee to Coletta and Coletta will personally invite them to serve for WSBC 2012.**
- 6) **Review of BoD Reimbursable Expenses for Conference/Convention.** The Chair submitted a list of the reimbursable expenses for WSBC.
- 7) **BoD Motions—ACTION ITEM: Woody will draft a motion for WSBC 2012 concerning removing names of authors from pamphlets. Pamela will contact the former Chair re any BoD motions which were being considered for WSBC. If there are other BoD Motions they should be sent to Coletta.**

f. **Convention**

- 1) **Workshop Leader/Speaker Guidelines** were reviewed and affirmed.
  - 2) **Budget**—Discussion was held on the budget. David will provide information from previous budgets to help the Convention Chair prepare a budget.
  - 3) **Audio Recordings**
    - a) **Schedule for BoD Review of Workshops during the Convention**—There will be a schedule so that at least one Board member attends each workshop to help the website with the editing.
    - b) **Vendor**—Hotel has provided contact information on a new vendor and last year's vendor will not be used.
- g. **Special Webinar Meeting with Website Committee to Review Changes in Website** is scheduled for Saturday, February 4, 2012, at 3:00 PM PT/6:00 PM ET (see above, Website Committee).
- h. **Literature assistance for Mexico**--Mexico is requesting assistance with literature both in terms of a discount and a credit. The Board requires more information in order to make a decision regarding this request. WSO lists 77 groups in Mexico; this number needs to be verified. **ACTION ITEM: Coletta will send an email requesting more information as to the rationale behind this request from Area 6 for a literature discount and credit for the purchase, as well as a verification of the number of meetings. This will be sent to Woody for help in translation.**

9. **ADJOURNMENT: 1:13 PM PT with the Serenity Prayer**

- a. **Next Quarterly BoD Meeting--April 28, 2012, at 7:00 AM PT/10:00 AM ET**

*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*