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# Compulsive Eaters Anonymous-HOW

## Board of Directors Quarterly Meeting January 24, 2015, 7:00 AM Pacific Time

### MINUTES

1. **CALL TO ORDER**—Meeting was called to order at 7:03 PST
2. **SERENITY PRAYER; READINGS: TRADITION 2; ABSI READING**  
**ROLL CALL: Board Members Present:** David M., Lorraine S., Jim E., Carolyn P., Coco C., Cheryl F., Liane S., and Robert B-M., and Jim W.  
**Corporate Officers Present:** Pamela K., Woody N., Jim C. and Irish C  
**Excused:** Rachel Z.  
**Absent:** Jim W.
3. **Approval of Minutes:** The minutes of October 25, 2014 were reviewed. **A motion was made and seconded to approve the minutes. Motion passed.**
4. **Approval of Agenda—A motion was made and seconded to approve the agenda as presented. Motion passed.**
5. **Officer Reports**
  - a. Chair—David--The Board members and officers were thanked for their service
  - b. Secretary—Irish--Irish will be stepping down as Corporate Secretary at the end of WSBC 2015. Due to scheduled knee surgery, she will not be able to do the minutes for the May 2015 Executive Committee Meeting or for any special meetings called after the April 25, 2015 Board meeting. Chery F. volunteered to step in as needed. Irish was thanked for her service.
  - c. President and Executive Committee—Pamela--There are two more registered meetings this year over last year at this time, which indicates a very slow growth rate. The new wholesale shipping and handling rate went into effect January 1, 2015. The proposed new shipping and handling schedule for retail (online) literature sales could not be implemented due to the fact that PayPal allows only five shipping tiers and the proposed schedule contained 11 tiers. The Finance Committee is reviewing its proposed schedule to fit it to PayPal parameters. In the meantime, the old retail shipping and handling fees are in effect. Three new software updates were purchased for the office from TechSoup which has special prices for nonprofit organizations. The cost was \$143; retail would have cost \$1902.
  - d. Treasurer and Finance Committee (including YTD/year end financials; adoption of 2015 Budget; and Board Policy re Convention Funding Reserve.) Carolyn reviewed all the financials and presented a motion concerning seed money for the Convention. **Motion**

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*• 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.*

was made and seconded as follows: **POLICY: Create a Convention Fund to be used to fund cash flow needs for the Global Convention that are incurred prior to receipt of Convention income. The level of the Fund will be set each year in the annual budget and replenished with income from the Convention. Initial level of the account is set at \$10,000 and will initially be funded with the funds from the existing Savings account. Uses of the Fund monies for purposes other than for Convention cash flow will require a 2/3 vote of the Board of Directors. The policy shall be effect immediately upon approval by the Board of Directors. Motion passed.** The Budget was then reviewed with the understanding that the Convention Fund will now be included to be a part of the budget. **MOTION was made to adopt the 2015 budget as presented. Motion passed.**

## 6. Committee/Liaison Reports

- a. Literature – Robert—A new set of questions utilizing *Daily Reflections* is now being reviewed. The book *Getting into the Steps* is in process as is the Area Two Cookbook. There will be one or two documents that will still come in from the Sponsorship Committee to the Literature Committee prior to the submission deadline.
- b. Ad hoc Teen – Cheryl—There has not been a committee meeting held as of yet. One is scheduled for February.
- c. Sponsorship – Liane & Coco— A Sponsorship Workshop was held on the Phone Bridge on January 11, 2015 and was well-received. Editing has been completed on the Sponsorship Guidelines. There is another meeting scheduled for tomorrow. Discussion was held concerning a proposed new Maintenance trifold to be developed by the Sponsorship Committee. The Board consensus is that because a Maintenance trifold already exists, another does not need to be created. **ACTION ITEM: Liane will address the issue of a another Maintenance trifold with the Sponsorship Committee at their meeting on January 25, 2015.**
- d. Ad hoc Special needs – Lorraine—Finding the criteria the ADA has in order to list accessible meetings on the website is in process. Steps 6-12 are being recorded and will be submitted for approval before Conference. CD's of Steps 1 through 3 will be re-recorded as well. Postage on Braille items is "free" from the post office. Communication is ongoing with AA's General Service Board to learn what they do for special needs members. An attempt is being made to contact two members who are Spanish speakers who would record the Steps along with the English version. The charge from WSBC 2014 to the Committee was reviewed.
- e. Convention Committee -- Liane & Cheryl –The original Convention Chair has stepped down. Mireya M., has stepped up. She was originally the Convention Co-Chair. **ACTION ITEM: Cheryl and Liane will contact Mireya M, Convention Chair, and get a status update and will report back via email within ten days of this meeting.** It is also suggested that the Convention Committee Chair be requested to report the status of the planning on a regular basis to the Board.
- f. Education – Lorraine—The Committee has a goal to be a communication conduit between WSBC and the Fellowship. A suggestion was made to set this up as an information page rather than a "corner." The Committee has reviewed and revised the Sponsor Guidelines Booklet and submitted those recommendations to the Literature Committee and is in process of creating a Sponsor Guideline trifold to be able to submit as well. Another meeting is set up for March.
- g. Public Information -- Jim E.—The PI Committee has met and is continuing to review materials. Another meeting is scheduled.

- h. Area 6/Hispanic -- Coco—Meetings in Mexico are still closing. Workshops are now being offered in meeting relating to the theme of the workshop and that is having a positive result. David M. and Woody N. visited in Area Six in November.
- i. Website—Pamela—A recommendation for this coming Convention is that Board members attend the workshops to review them and in addition listen to that specific recorded workshop as well to help with the reviewing process. All English workshops are posted. The Spanish workshops have been reviewed; we just obtained a volunteer member who speaks Spanish and is computer literate to assist in posting the reviewed workshops. Jim E. will review the procedure for using Google Analytics to try to determine the use pattern of our website with Nancy M., Webmaster. The Committee is reviewing the navigation panel on the website homepage for positive reorganization. Board members are asked for input.
- j. Ad hoc Unity – Woody—one meeting took place in August; a second meeting scheduled for January 18, 2015 did not take place. Another meeting is being set up.

## 7. Old Business:

- a. Spanish DVD – Coco—There were technical problems that have been preventing release. Discussion followed. After discussion it was decided to distribute copies with the English overlay to the Board members. The DVD will be reviewed by the Board with email response by March 1, 2015. **ACTION ITEM: Pamela will distribute copies of the DVD created by Area 6 to all members of the Board. ACTION ITEM: All Board members will review the DVD and respond via email by March 1, 2015.**

## 8. New Business:

- a. Area Assistance—(Note: This item was added to the Agenda and subsequent items have been renumbered.) After discussion **a motion was made and seconded that Areas be notified of availability of Area Assistance funds for \$500 per Area with a cumulative total not to exceed \$2000. Motion passed.**
- b. Global Convention 2015 – registration and event prices. Meeting room prices have increased considerably. After discussion it was agreed to increase registration fees \$10 over last year's fees to meet the increased room costs. **A motion was made and seconded to set the registration fees for the Global Convention 2015 to be \$55 for Early Bird registration, \$65 for regular registration following the Early Bird cut-off date, and \$75 for late and on-site registration. Motion passed.** It was discussed and decided to retain last year's fee schedule for meal event prices. **Motion: Pricing for the meal events is established at \$35 for the luncheon event and \$45 for each dinner event; there is no Event package pricing offered. These prices will go up \$5 each (to \$40 for the luncheon event and \$50 for each dinner event) starting a week prior to the event and at the door. The cost of each luncheon, including taxes, gratuities, service fees, and any other costs will not exceed \$30 per plate and the cost of each dinner, including taxes, gratuities, service fees, and any other costs, will not exceed \$40 per plate. Motion passed.** The Board policy remains that all participants/volunteers in any capacity must pay the Convention Registration fee, and any participant/volunteer in an event (e.g., Keynote Speaker, Fashion or Talent show, etc.), must purchase the event ticket. There are no exceptions. The budget of the 2015 Global Convention was discussed. **MOTION: The budget of the 2015 Global Convention shall not exceed \$4,500. The Convention Committee budget does not include audio recording costs, meeting room costs, or the cost of risers. Any costs exceeding \$4,500 will not be reimbursed by WSO. Motion passed.** All reimbursement will require proof of purchase

via a hard copy of a receipt. The A/V contract will be reviewed by the Executive Committee.

- c. Discussion item: CEA-HOW hotline—Pamela voiced that calls come into WSO from individuals who are in search of recovery discussion issues. This is an area that is more appropriate for Intergroups to handle as WSO handles administrative matters. After discussion a letter will go out to the Intergroups suggesting that they implement a hotline if they do not already have one in place. This will help the compulsive eater who is suffering and can also potentially help groups to grow. **ACTION ITEM: David and Pamela will compose a letter to the Intergroups concerning the creation of hotlines and it will be sent out.** This matter will also be brought up with the Ad hoc Unity Committee. **ACTION ITEM: Woody will take the matter of the need for hotlines to the next meeting of the Ad hoc Unity Committee to facilitate working with The Phone Bridge IG concerning this.**
- d. Proposal to authorize Leon MX Intergroup to print CEA-HOW literature in Mexico. Woody presented on the history of how literature has been obtained in the past in Area 6. After discussion an action item was created. **ACTION ITEM: Cheryl F. and Woody N. will work together to craft a proposal to begin the authorization process for the Leon MX Intergroup to print CEA-HOW literature in Mexico. This proposal will be brought up at the April 25, 2015 Board meeting. ACTION ITEM: All Board members are to email thoughts and information to both Cheryl and Woody on the proposal to print CEA-HOW literature in Mexico.**
- e. Electronic literature—There was discussion on the growing trend and need for electronic literature. **ACTION ITEM: Jim C. will contact AA to see how the matter of electronic literature is currently being handled and how it was originally set up and will bring the information to the April 25, 2015 Board meeting for further discussion.**
- f. Proposal to provide meetings without Intergroups in their area start-up literature-Woody presented on the need for isolated members who are starting groups to be able to have start-up literature. After discussion regarding this and also the Twelve Concepts of Service the President will continue to send literature on an on-needed basis to those isolated members who are starting up meetings. The President will report at each Board meeting if any action concerning this was taken during the previous quarter.
- g. Board retreat date—Woody presented on having a retreat set up via the phone following WSBC 2015 for the 2016 Board members. It was suggested that former Board members and officers would also be invited to attend. **MOTION was made and seconded to set up a phone retreat for the purpose of Board development for the 2015-2016 Board. Former Board members and officers will be invited. The date is set for September 26, 2015 and will be confirmed at the first meeting of the 2015-2016 Board. Motion passed.**
- h. Service need: member fluent in Spanish and computer literate for Convention 2015 workshops. A member has been located but Board members are asked to forward names of other available members.
  - i. Decline in literature sales, including educating fellowship regarding photocopying and scanning literature. This topic will be tabled until the April 25, 2015 Board meeting.

8. Next Quarterly BOD Meeting April 25, 2015 at 7:00 a.m. PDT

9. **Adjournment—Meeting adjourned at 11:58 PST.**